

Samsung GALAXY Tab[®] 4

A N D R O I D T A B L E T

User Manual

Please read this manual before operating your
device and keep it for future reference.



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The online version of the End User Licensing Agreement for your device can be found:

Online at: www.samsung.com/us/Legal/SamsungLegal-EULA1.

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Section 1: Getting Started

This section helps you to quickly start using your device.

Understanding This User Manual

The instructions in this manual are based on default settings, and may vary from your device depending on the software version on your device and any changes to the device's settings.

Unless otherwise specified, all instructions in this manual assume that you are starting from a Home screen. To get to a Home screen, you may need to unlock the device. For more information, refer to “*Securing Your Device*” on page 10.

Note: Unless stated otherwise, instructions in this user manual start with the device unlocked, at the Home screen.

All screen images in this manual are simulated. Actual displays may vary depending on the software version of your device and any changes to the device's settings.

Special Text

In this manual, some text is set apart from the rest. This special text is intended to point out important information, share quick methods for activating features, define terms, and more. The definitions for these methods are as follows:

- **Notes:** Presents alternative options for the current feature, menu, or sub-menu.
- **Tips:** Provides quick or innovative methods or useful shortcuts.
- **Important!:** Points out important information about the current feature that could affect performance.
- **Warning!:** Brings important information to your attention that can help to prevent loss of data or functionality or damage to your device.

Text Conventions

This manual provides condensed information about how to use your device. To make this possible, the following text conventions are used to represent often-used steps:

- Arrows are used to represent the sequence of selecting successive options in longer, or repetitive, procedures.

For example:

From a Home screen, touch Apps → Settings → Wi-Fi.

OFF/ON This button disables or enables a feature, or turns a setting off or on.

- indicates that the feature is **OFF**.
- indicates that the feature is **ON**.

For example:

Touch the **OFF/ON** button to turn Bluetooth ON or OFF .

SIM Card

Your device uses a 4G LTE SIM (Subscriber Identity Module). The 4G LTE SIM is a small, rectangular plastic card that stores your device number, information about your wireless service, and may contain other information such as contacts.

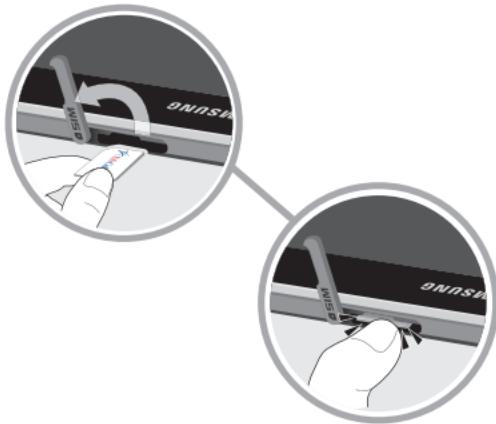
Caution! Do not bend or scratch the SIM card. Take care when handling, installing, or removing the SIM card, and avoid exposing the SIM card to static electricity, water, or dirt. Keep the SIM card out of reach of small children.

Important! Turn the device off before installing or removing the SIM card. To turn the device off, press and hold the **Power/Lock Key**.

Installing the 4G LTE SIM Card

1. Locate the SIM card slot on the top of the tablet.
2. Make sure the gold contacts of the SIM card face downward and that the notched corner of the card faces inward toward the left (as shown).

- Carefully slide the SIM card into the SIM card socket (as shown) until the card locks into place.



If your SIM card is ever separated from the device or damaged, your device will not function. If you experience any issues with your device, contact Customer Service at 1-888-944-9400 or visit your nearest U.S. Cellular® retail location.

SIM Card Limited Warranty

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Battery

Your device is powered by a rechargeable, standard Li-Ion battery. A Wall/USB Charger (Charging Head and USB cable) are included with the device for charging the battery.

Warning! Use only approved charging devices. Approved accessories are designed to maximize battery life. Using other accessories may invalidate your warranty and may cause damage.

Battery Indicator

The Battery icon  in the Status Bar shows the battery power level. When battery power is low, your device prompts you to charge the battery. If you continue to operate the device without charging, the device powers off. For battery use information, see “*Security*” on page 113.

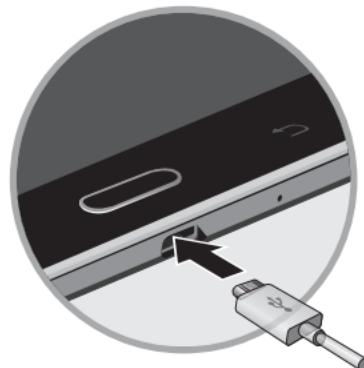
Charging the Battery

Your device comes with a Charging Head and USB cable to charge your device from any standard power outlet.

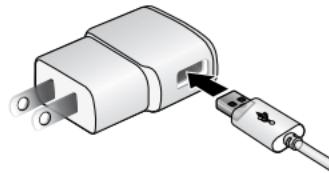
Please note that:

- The battery comes partially charged. You must fully charge the battery before using your device for the first time. After the first charge, you can use the device while charging.
- You cannot charge the battery using the USB cable and your PC.
- If the battery is completely discharged, you cannot turn on the device, even with the USB power adapter connected. Allow a depleted battery to charge for a few minutes before you try to turn on the device.

1. Insert the USB cable into the Charger/Accessory Port.



2. Insert the USB cable into the Charging Head, and then plug the Charging Head into a standard AC power outlet.



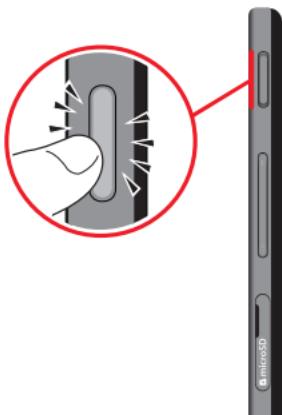
3. When charging is complete, unplug the Charging Head from the power outlet and remove the USB cable from the device.

Turning Your Device On and Off

The Power/Lock Key is located on the top left side of the tablet. For more information, refer to “*Back and Top*” on page 12.

Turning Your Device On

- Press and hold the **Power/Lock Key**.



Turning Your Device Off

1. Press and hold the **Power/Lock Key**.
2. On the options menu, touch **Power off → OK**.

Setup Wizard

The first time you turn your tablet on, Setup Wizard will guide you through the basics of setting up your tablet.

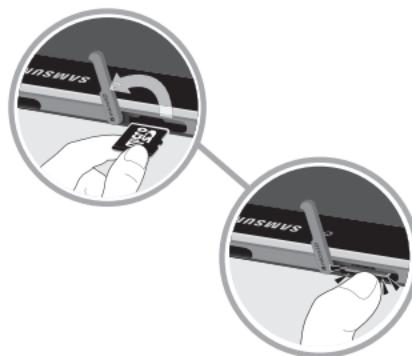
Follow the prompts to choose a default language, set up accounts, choose location services, and learn more about your tablet.

Memory Card

Your device supports removable microSD or microSDHC memory cards (not included) with maximum capacities of 64 GB. Memory cards are used to store music, photos, videos, and other files.

Installing a Memory Card

1. Open the memory card slot cover on the bottom right side of the tablet and turn to expose the slot.
2. With the gold contacts facing down, carefully slide the memory card into the slot, pushing gently until it clicks into place.



3. Close the memory card slot cover.

Securing Your Device

By default, the device locks automatically when the screen times out or you can lock it manually.

Unlock the tablet by swiping your finger across the screen. This is the default Screen lock (Swipe), and offers no security.

Prevent others from using or accessing personal data and information stored in the device by using a secure Screen Lock.

For more information about creating and enabling a secure Screen Lock, see “*Security*” on page 113.

For other settings related to securing your device, see “*Security*” on page 113.

Note: Unless stated otherwise, instructions in this User Manual start with the device unlocked, at the Home screen.

Locking the Device Manually

- Press the **Power/Lock Key**.

Unlocking the Device

1. Press the **Power/Lock Key**. The Lock screen displays.
2. Swipe across the screen as shown. This is the default Swipe screen lock and offers no security.



Section 2: Understanding Your Device

This section outlines key features of your device and describes the screen and the icons that appear when the device is in use. It also shows how to navigate through the device.

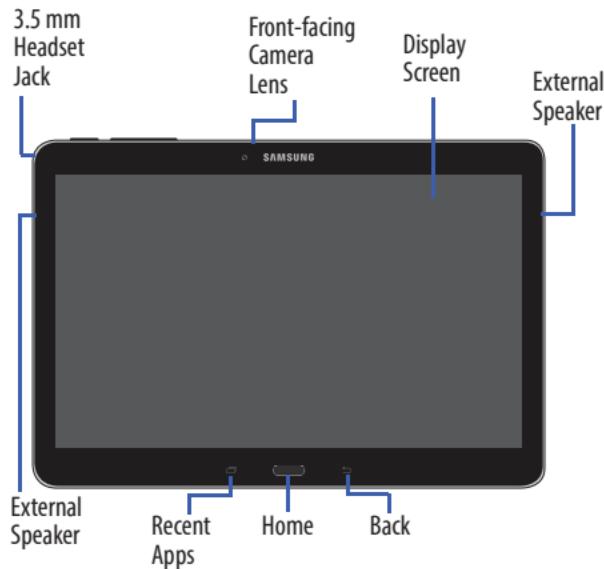
Features

- 10.1-inch WXGA (1280 x 800) TFT touch screen
- Android Version: Kit Kat 4.4
- 1.2 GHz quad-core processor
- Wi-Fi 802.11 a/b/g/n
- Bluetooth 4.0
- Memory:
 - Internal: 16 GB (The actual available capacity of the internal memory is less than the specified capacity because the operating system and default applications occupy part of the memory. The available capacity may change when you upgrade the device.)
 - Memory card: Up to 64 GB (not included)

- Camera:
 - Main (rear): 3 MP
 - Front: 1.3 MP
- Connectivity:
 - Wi-Fi Direct
 - Wi-Fi Hotspot
 - Bluetooth 4.0
 - USB 2.0
 - 3.5mm Headset Port
- Audio: Support for MP3, M4A, 3GA, AAC, OGG, OGA, WAV, WMA, AMR, AWB, FLAC, MID, MIDI, XMF, MXMF, IMY, RTTTL, RTX, and OTA
- Video: Support for MP4, M4V, 3GP, 3G2, WMV, ASF, AVI, FLV, MKV, and WEBM
- Photos: Support for GIF, JPEG, PNG, BMP
- Stereo speaker
- Video player
- Music player
- Preloaded applications for productivity, entertainment, communicating, and creating content

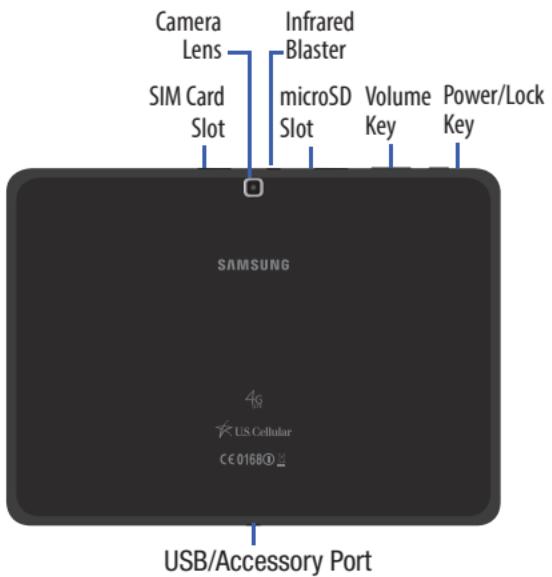
Front and Sides

The following items can be found on the front and sides of your device.



Back and Top

The following items can be found on the back and top of your device.



Navigating Your Device

Use command keys and the touch screen to navigate.

Command Keys

Recent Apps

To display a list of recently used apps:

- Touch  **Recent apps**. Touch an app to open it.

To close an app:

- Drag the app preview up or down.

To end all running apps:

- Touch **Close all**.

To manage running apps, downloads, device memory, and storage:

- Touch  **Recent apps → Task Manager**.

Home

To display the main Home screen:

- Touch  **Home**.

To launch Google Now:

- Touch and hold  **Home**.

Back

To return to the previous screen, option, or step:

- Touch  **Back**.

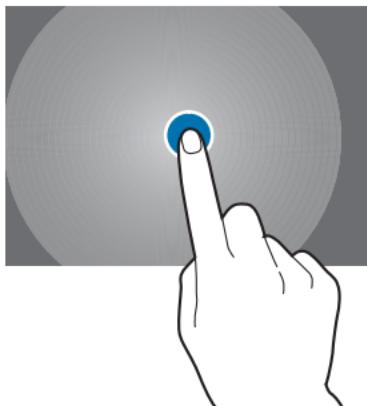
Using the Touch Screen

Important! To avoid damaging the touch screen, do not touch it with anything sharp or apply excessive pressure to it with your fingertips.

Finger Gestures

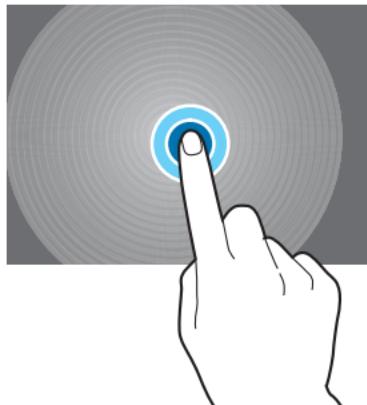
Touching

To open an application, to select a menu item, to press an onscreen button, or to enter a character using the onscreen keyboard, touch it with a finger.



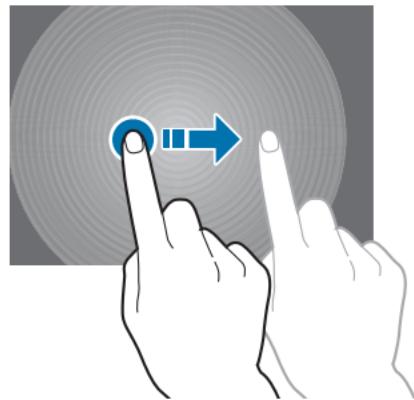
Touching and Holding

Touch and hold an item for more than 2 seconds to access available options.



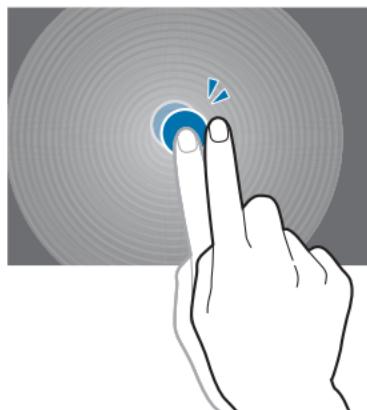
Dragging

To move an icon, thumbnail, or preview to a new location, touch and hold it and drag it to the target position.



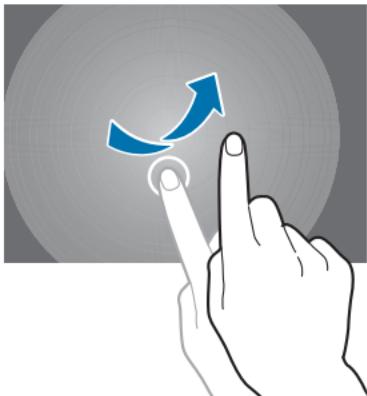
Double-Tapping

Double-tap on a web page, map, or image to zoom in a part. Double-tap again to zoom out again.



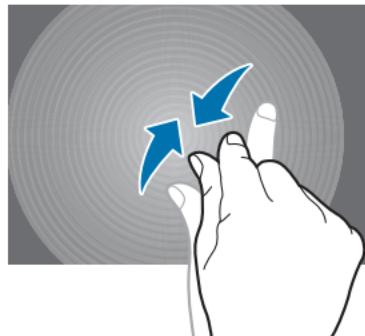
Swipe

Swipe left or right on the Home screen or the Applications screen to see another panel. Swipe up or down to scroll through a web page or a list, such as contacts.



Pinching and Spreading

Spread two fingers apart on a web page, map, or image to zoom in. Pinch to zoom out.



Control Motions

Simple motions allow easy control of the device.

Rotating the Screen

Many applications allow display in either portrait or landscape orientation. Rotating the device causes the display to automatically adjust to fit the new screen orientation.



To prevent the display from rotating automatically, open the Notification Panel and deselect **Screen rotation**.

Note: Some applications do not allow screen rotation, or display a different screen depending on the orientation. For example, the calculator turns into a scientific calculator when rotated to landscape.

Palm Motion

Control your device by making specific gestures with the palm of your hand above the screen.

1. From a Home screen, touch Apps → Settings → Controls tab → Palm motion.
2. Touch OFF/ON to enable palm motions.
3. Touch OFF/ON to active each feature:
 - **Capture screen:** Create a copy of the current screen by swiping the side of your hand across the screen, from left to right or right to left. The screen shot is saved to the clipboard, and to the Screenshots folder.
 - **Mute/pause:** Mute audio and pause playback by turning the screen up-side down, or by covering the screen with your hand.

Home Screen

The Home screen is the starting point for using your device. It consists of:

- **Status Bar:** The Status Bar displays notifications on the left side and status indicators on the right side.
- **Notifications:** Notification icons appear on the Status Bar at the top of the screen to report calendar events, device status, and more. Drag down from the Status Bar to open the Notification Panel.
- **Widgets:** Applications that run on the Home screen. Some widgets are found on the Home screen by default.
- **Refresh Content:** Touch to refresh the content of the Widget.
- **Status Indicators:** Display your current network status, signal strength, battery charge, and time.
- **Google Search:** Search the web by typing or speaking. For more information, refer to “*Google*” on page 68.
- **Current Screen:** Shows which Home screen is presently displayed.
- **App Shortcuts:** Touch to launch your favorite apps.
- **App Screen:** Access to all your apps and widgets.



- **Notification icons:** New software updates, calendar events, and app notifications.
- **Status Bar:** Displays notifications icons (left side) and status icons (right side).
- **Widgets:** Apps that run on the Home screen.
- **Status icons:** Network status, battery power, connection details, and other system information.
- **Shortcuts:** Shortcuts to apps.
- **Home Screen Indicator:** Highlights which Home screen panel is currently being displayed.
- **Shortcuts:** Touch to launch the application.
- **App Screen:** Touch to access all of your applications.

Extended Home Screen

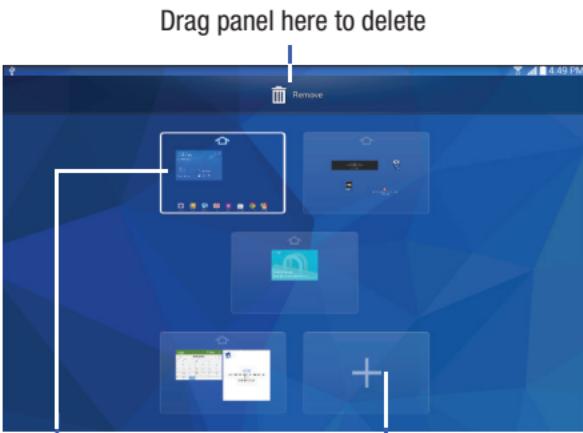
The Home screen consists of the main Home panel, plus panels that extend beyond the display width to provide more space for adding shortcuts, widgets and folders.

Slide your finger horizontally across the screen to scroll to the left or right side panels. As you scroll, the indicator at the bottom of the display shows your current position.

Adding and Removing Home Screen Panels

- From the Home screen, hold  Recent Apps.
 - or –

You can also “pinch” the Home screen to display Edit page options. See “*Pinching and Spreading*” on page 16.



Set as main Home screen
(the panel with the house icon will display when you press the Home Key)

Add new panel

*Touch and drag a panel to reposition it

Shortcuts and Widgets

You can add, reposition, or remove shortcuts and widgets from the Home screen.

- **Shortcuts:** Icons on the Home screen which launch applications.
- **Widgets:** Self-contained applications. They appear as on-screen applications.

Adding a Shortcut or Widget

You can customize the Home screen by adding shortcuts and widgets.

1. Touch and hold an empty area of the Home screen. On the pop-up menu, touch **Apps and widgets**.
– or –
Tap **Apps** to display the Apps screen.
2. For shortcuts, touch the **Apps** tab. For widgets, touch the **Widgets** tab.
3. Touch and hold the shortcut or widget, and then drag it to a position on the Home screen and release.

Removing a Shortcut or Widget

Note: Removing a shortcut does not delete the application, it simply removes the shortcut from the Home screen.

Shortcuts and widgets can be removed from the Home screen.

- Touch and hold the shortcut or widget until it detaches, and then drag it to  Remove and release.

Note: Removing a shortcut does not delete the application; it simply removes the shortcut from the Home screen.

Folders

Place folders on the Home screen to organize items.

Adding Folders

1. From a Home screen, touch and hold on an empty area of the screen until the *Home screen pop-up* appears.
2. Touch **Folder**.
3. Enter a name for the folder and touch **OK**.

Using Folders

- Touch the folder to open it and access the shortcuts inside.
- To add shortcuts to the folder, touch and hold the shortcut, and then drag it to the folder and release.

Delete a Folder

- Touch and hold the folder until it detaches, and then drag it to  Remove and release.

Wallpapers

You can choose a picture to display on the Home Screen, Lock screen, or on both the Home and Lock screens. Choose from preloaded wallpapers, or select a photo you have downloaded or taken with the Camera.

1. From a Home screen, touch and hold on an empty area of the screen until the Home screen pop-up displays.
2. Touch **Home Screen, Lock screen, or Home and lock screens** for options:
 - **Gallery:** Access the Gallery to select a photo.
 - **Live wallpapers:** Choose from pre-loaded interactive animated wallpapers (Home screen only).
 - **Photos:** Access Google Photos to select a photo (Home screen only).
 - **Travel Wallpaper:** View recommended travel destinations (Lock screen only).
 - **Wallpapers:** Choose from pre-loaded wallpaper images.

Note: You can also set the wallpaper in Settings. From a Home screen, touch  Apps →  Settings → **Device** → **Wallpaper**.

Multi Window

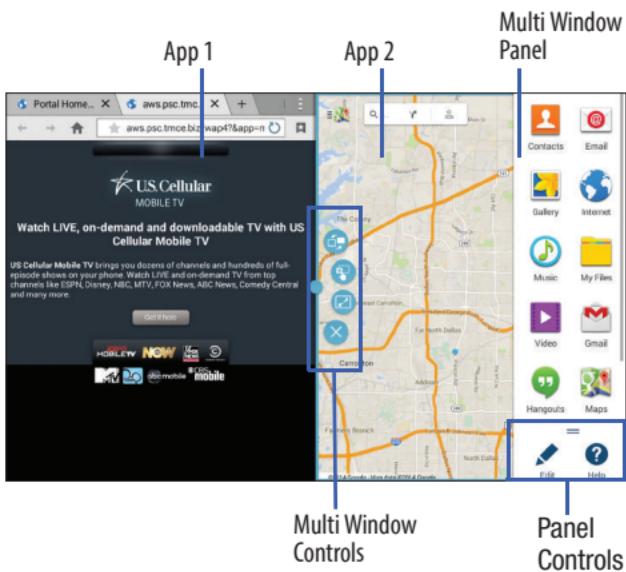
Multi task by using two applications at the same time.

Note: Only applications displayed on the Multi window panel can be used with the Multi window feature.

Activate Multi Window

1. From a Home screen, touch  Apps →  Settings → **Device**.
2. Touch the **OFF/ON** button next to **Multi window** to turn Multi window ON  **ON**.
3. If desired, touch **Multi window** and then touch **Open in multi window view** to automatically view content in Multi window when you open files from My Files or Video player, or attachments from email.

Note: You can also activate Multi window from the Notification Panel. For more information, refer to “*Notification Panel*” on page 25.



Multi Window Panel

Multi window apps are displayed on the Multi window panel.

Display the Multi window panel:

1. Activate Multi window (see “*Activate Multi Window*” on page 22).
2. Swipe the right edge of the screen toward the center to display the Multi window panel. After a few seconds, the panel will be hidden again.

Using Multi Window Applications

You can use Multi window to run two applications at the same time.

1. With Multi window activated, swipe the right edge of the screen toward the center to display the Multi window panel.
2. Drag an app off the panel and release. Drag another app off of the panel and release it into one of the highlighted windows.

Window Controls

Select an application window and touch  in the middle of the windows. Window controls appear:



Switch locations between Multi Window applications.



Share items between the application windows. Drag an item to share from one window to another. Some applications may not support this feature.



Maximize the application.



Close the application.

Configuring Apps

To remove an app from the panel:

- Touch and drag it off of the panel and place it in the storage area.

To add an app to the panel:

- Touch and drag it from the storage area to the panel.

To relocate an app:

- Touch and drag it to a new location.

To save your changes:

- Touch  Done.

Panel Configuration

You can rearrange the apps on the Multi window panel, add new apps, or remove apps.

On the Multi window panel:

1. Touch  to access the panel controls.
2. Touch  Edit.

Notifications

Notification icons appear on the Status Bar at the top of the screen to report calendar events, device status, and more. For details about these notifications, open the Notification Panel.

Notification Panel

To view the Notification Panel:

1. Swipe downward from the top of the screen to display the Status Bar.
2. Swipe downward again on the Status Bar to display the Notification Panel.
3. Scroll down the list to see additional notification details.
4. Touch an item to open it.
5. To clear a single notification, drag the notification left or right. Touch  to clear all notifications.
6. To close the Notification Panel, swipe upward from the bottom of the screen or touch  Back.

Accessing Additional Panel Functions

In addition to notifications, the Notification Panel also provides quick and ready access to separate device functions. These can be quickly activated or deactivated by toggling them on or off. You can choose the functions that display.

Go to Settings:

- To go to Settings, touch  **Settings**. For more information, refer to “*Settings*” on page 82.

Display additional functions:

1. Touch  to display additional options. The following functions can either be activated (green) or deactivated (gray): Wi-Fi, Location, Sound/Vibrate/ Mute, Screen rotation, Bluetooth, Mobile data, Multi window, Screen Mirroring, Sync, Smart stay, Power saving, Blocking mode, and Airplane mode.
2. Touch  to display only your primary functions.
3. To set the display brightness, touch the  **Brightness** slider and drag it to set the brightness. For more information, refer to “*Display*” on page 92.

4. To adjust the system volume, touch the  **Sound** slider and drag it to set the Notification sound level or touch  to set the level for Notifications, Media, and System sounds. For more information, refer to “*Sound*” on page 90.

Notification Panel Options

Adjust screen brightness:

- Touch  and locate the Notification Panel area at the bottom of the Notification Panel screen.
 - Touch and hold a desired function, such as Airplane mode, and then drag it to the top two rows.
 - Touch **Brightness and volume** to enable adjustment of the screen brightness and volume from the Notification Panel.

Configure recommended apps:

1. Touch the **OFF/ON** button to turn Recommended apps ON  **ON** to show recommended apps on the Notification Panel after certain actions, such as connecting earphones.

2. Touch **Recommended apps** for options:

- **Earphones:** Touch  to select which apps to display on the Notification Panel when you insert earphones.
- **Docking:** Touch  to select which apps to display on the Notification Panel when you dock your tablet. Touch **Most used** to automatically display your five most used apps.

Status Bar

The Status Bar at the top of the home screen provides device information (such as network status, signal strength, battery charge, and time) on the right side and notification alerts on the left.

To display the Status Bar:

- From any screen, swipe downward from the top of the screen. The gray Status Bar will appear. It will disappear after a few seconds.

Status Bar Icons

Some common status and notification icons are shown below.

Connectivity Icons

	Wi-Fi connected
	Bluetooth on
	Connected to Bluetooth
	Signal strength
	No SIM card installed
	No network signal
	USB connected
	Wi-Fi Direct is active and your tablet is connected to another device.
	The Nearby devices setting is enabled.

Device Status Icons

-  Battery full
-  Battery charging
-  Battery low
-  GPS enabled
-  Vibrate mode enabled
-  Mute mode enabled
-  Error occurred or caution required

Messaging Icons

-  New email
-  New Gmail

Other Icons

-  Alarm activated
-  Airplane mode activated
-  Blocking mode activated

Screen Capture

- Touch and hold the **Power/Lock Key** and  Home to capture and save an image of the current screen.

Note: A copy of the screenshot is automatically saved to the clipboard.

To view the screen shots:

1. From a Home screen, touch  Apps →  Gallery.
2. Touch to open the **Screenshots** album.
3. Touch a screen capture to view it.

Entering Text

Use the Samsung keyboard or the voice input feature to enter text.

Note: Text entry is not supported in some languages. To enter text, you must change the input language to one of the supported languages.

Entering Uppercase

Touch before entering a character. For all caps, touch it twice.

Changing the Keyboard Type

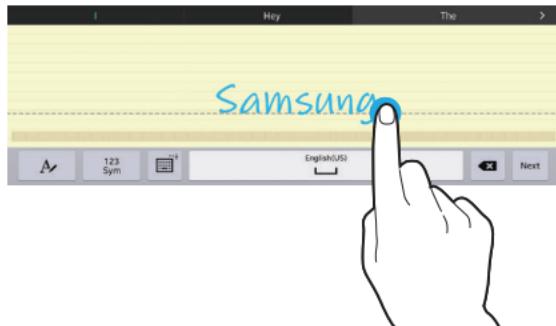
Touch and hold Options, and then touch to change the keyboard type. Options are: Normal, Floating, and Split.

Changing Language Keyboards

Add languages to the keyboard, and then slide the space key left or right to change language keyboards.

Handwriting

Touch and hold Options → Handwriting, and then write a word with a finger. As you write, suggestions are offered in the word options area in case the correct letters were not recognized. Select a suggested word.



Use handwriting gestures to perform actions, such as editing or deleting characters and inserting spaces. To view the gesture guides, touch and hold Options, and then touch Settings → Help → Keyboard → Use handwriting gestures.

Entering Text By Voice

Activate the voice input feature and then speak into the microphone. The device displays what you speak.

If the device does not recognize your words, touch the underlined text and select an alternative word or phrase from the drop-down list.

To change the language or add languages for voice recognition, touch the current language.

Copying and Pasting

Touch and hold over text, drag  or  to select more or less text, and then touch **Copy** to copy or **Cut** to cut. The selected text is copied to the clipboard.

To paste it into a text entry field, touch and hold at the point where it should be inserted, and then touch **Paste**.

Section 3: Accounts and Contacts

This section explains how to manage accounts and contacts.

Accounts

Your device can synchronize with a variety of accounts. With synchronization, information on your device is updated with any information that changes in your accounts.

- **Samsung Account:** Add your Samsung Account.
- **Dropbox:** Add your Dropbox Account.
- **Email:** Add an Email Account to sync Contacts.
- **Google:** Add your Google Account to sync your Contacts, Calendar, and Gmail.
- **LDAP:** Add an LDAP Account to find entries in an LDAP directory.
- **Microsoft Exchange ActiveSync:** Add your Exchange Account to sync Contacts, Calendar, and Email.
- **Sync apps with Facebook:** Add a Facebook Account to sync apps.
- **Twitter:** Add a Twitter Account.

Setting Up Accounts

Set up and manage your synchronized accounts with the **Accounts** setting.

1. From a Home screen, touch  Apps →  Settings → General tab → Accounts → Add account.
2. Touch the account type.
3. Follow the prompts to enter your account credentials to complete the set up process.

Your tablet communicates with the appropriate account servers to set up your account. When complete, your account displays in the **Accounts** area of the Settings screen.

Your Google Account

In order to utilize your device to the fullest extent, you will need to create a Google Account when you first use your device. With a Google Account, Google applications will always be in sync between your tablet and computer.

1. From a Home screen, touch Apps → Settings → General → Accounts → Add account → Google.
2. Follow the prompts to sign into your existing account or create a new account.

Your Samsung Account

Create a Samsung Account for access to Samsung apps and services, such as Samsung Link, and much more.

1. From a Home screen, touch Apps → Settings → General → Accounts → Add account → Samsung account.
2. Follow the prompts to sign into your existing account or create a new account.

Contacts

Store contact information for your friends, family, and colleagues to quickly access information.

To access Contacts:

- From a Home screen, touch Apps → Contacts.

Add a Contact

1. Touch Contacts → Create. The Save contact to pop-up displays.
2. To choose where the contact is stored, touch Device or an account.
 - or –Touch **Add new account** to add a different account. For more information, refer to “*Setting Up Accounts*” on page 31.

3. Touch each field to enter information. Touch  to add another entry, or  to remove an entry. Touch  to choose a label.
 - **Picture:** Touch the picture icon to assign a picture to the new contact.
 - **Name:** Enter the name. Touch  to display additional name fields.
 - **Phone:** Enter a phone number.
 - **Email:** Enter an email address.
 - **Groups:** Assign the contact to a group.
 - **Add another field:** Add additional fields for the contact.
4. Touch **Save**.

Note: Your personal Contact entry is always listed at the top of the Contacts list under ME. Touch **Set up profile** to add your contact information.

Updating Contacts

1. Touch  **Contacts**.
2. Touch a contact in the Contacts list to view its information.
3. Touch  **Edit**.
4. Touch any field to update.

Deleting Contacts

1. Touch  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Delete**.

Contacts Display Options

There are various ways to display your contacts.

1. Touch  **Contacts**.
2. Touch the **Groups** tab, **Favorites** tab, or **Contacts** tab to view contacts in various ways:
 - **Groups**: Display contacts sorted into groups—such as Not assigned, Co-workers, Family, Friends, etc. The number of contacts in each group is displayed next to the group name. Touch a group name to show only contacts in that group. For more information, refer to “*Create a New Group*” on page 35.
 - **Favorites**: Show only your favorite (or starred) contacts. For more information, refer to “*Favorites*” on page 37.
 - **Contacts**: Show all your contacts. Touch the **Search** field and enter a keyword to list contacts that contain that keyword.
3. While viewing **Groups**, **Favorites**, or **Contacts**, touch  **Menu** for options.
4. While viewing the **Contacts** tab, touch  **Menu** → **Settings** for Contact settings.

Linked Contacts

Your device can synchronize with multiple accounts, including Google, Corporate Exchange, and other email providers. When you synchronize contacts from these accounts with your device, you may have multiple contacts for the same person.

Linking, or joining, imported contact records allows you to see all of a contact’s numbers and addresses together in a single contact entry. Linking also helps you keep your contacts updated, because any changes that your contacts make to their information in the respective accounts are automatically updated the next time you synchronize with that account.

Linking Contacts

1. Touch  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Menu** → **Link contact**.
4. Touch the contact you want to link. The linked contact’s information is displayed with the original contact’s information.
5. Repeat Steps 3 and 4 to link other contacts.

Separating Contacts

1. Touch  **Contacts**.
2. Touch a contact in the Contacts list to display it.
3. Touch  **Menu → Separate contact**. A list of linked contacts is displayed.
4. Touch  to separate a linked contact.

Sharing Contact Information

You can send a contact's information using Bluetooth to other Bluetooth devices, or in an Email or Gmail as an attachment.

Note: Not all Bluetooth devices accept contacts and not all devices support transfers of multiple contacts. Check the target device's documentation.

1. Touch  **Contacts**.
2. Touch  **Menu → Share namecard via**.
3. Touch **Selected contact** to share only the displayed contact, or touch **Multiple contacts**.
4. Touch a sending method, such as Bluetooth or email.
5. Follow the prompts to send the contact information.

Groups

Assign contacts to Groups to make searching for contacts faster.

Create a New Group

Create a new group when you add or edit a contact.

1. Touch  **Contacts** → **Groups** tab.
2. Touch  **Create**.
3. Touch the **Group name** field and enter a name.
4. Touch **Add member**, touch individual contacts or touch **Select all**, and then touch **Done** to add the selected contacts to the group.
5. Touch **Save**.

Tip: Contacts can belong to more than one group. While editing a contact, touch the **Groups** field to add additional groups.

Once you create a new group, the Contacts list can be set to display only the contacts in that group. For more information, refer to “*Contacts Display Options*” on page 34.

Adding Group Members

To add a contact to a group, just edit a contact's Group field. For more information, refer to *"Updating Contacts"* on page 33.

To add multiple contacts to a group:

1. Touch  **Contacts** → **Groups** tab.
2. Touch the group to which you want to add members.
3. Touch  **Add member**.

The contacts that can be added display.

4. Touch **Select all** or the name of each contact to add.
5. Touch **Done** to add the contacts to the group.

Removing Group Members

1. Touch  **Contacts** → **Groups** tab.
2. Touch the group from which you want to remove members.
3. Touch  **Menu** → **Remove member**.
4. Touch **Select all** or the name of each contact to remove.

5. Touch **Done** to remove the contacts.

Contacts are removed from the group and the group name is removed from each contact's **Group** field.

Renaming a Group

1. Touch  **Contacts** → **Groups** tab.
2. Touch the group you want to rename.
3. Touch  **Menu** → **Edit group**.
4. Touch the **Group name** field and enter a new name.
5. Touch **Save**.

Deleting Groups

1. Touch  **Contacts** → **Groups** tab →  **Menu** → **Delete groups**.
2. Touch individual groups or touch **Select all**, then touch **Done**.
3. Touch **Group only** to delete only the group or **Group and group members** to delete both the group and the group's members.

Favorites

Mark contact records with a gold star to identify them as favorites.

Mark a Contact as a Favorite

1. Touch Contacts.
2. Touch a contact in the Contacts list to display it.
3. Touch the Star so that it turns gold .

Tip: You do not have to edit the contact to mark it as a favorite.

View Favorites

1. Touch Contacts.
2. Touch the **Favorites** tab. Only your starred contacts are displayed.

– or –

Touch the **Groups** tab, then touch **Starred in Android** to list only your starred contacts that are being saved to your Google Account.

Remove Favorites

1. Touch Contacts → Favorites tab.
2. Touch Menu → Remove from Favorites.
3. Touch individual contacts or touch **Select all**, then touch **Done** to remove.

Note: To remove the currently displayed contact from your favorites list, touch the Star next to the contact's name so that it is no longer gold .

Section 4: Connections

Your device includes features to connect to the Internet and to other devices.

Wi-Fi

Wi-Fi is a wireless networking technology that provides access to local area networks. Use your device's Wi-Fi feature to:

- Access the internet for browsing or to send and receive email.
- Access your corporate network.
- Use hotspots provided by hotels or airports while traveling.

Wi-Fi communication requires access to an existing Wireless Access Point (WAP). WAPs can be Open (unsecured, as with most hotspots) or Secured (requiring you to provide login credentials). Your device supports Wi-Fi 802.11 a/b/g/n.

Turn Wi-Fi On or Off

Turn your device's Wi-Fi feature on or off. When you turn Wi-Fi on, your device automatically searches for available, in-range WAPs (Wireless Access Points).

When Wi-Fi is on,  displays in the Status Bar.

From the Notification Panel

1. From any screen, touch the top of the screen and swipe downward. The Notification Panel displays.
2. Touch **Wi-Fi** to turn it **ON** (green) or **OFF** (gray).

From Settings

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab → **Wi-Fi**.
2. Touch **OFF/ON** to enable/disable Wi-Fi.

Scan and Connect to a Wi-Fi Network

When you turn on Wi-Fi, your device searches for and displays available Wi-Fi connections.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Wi-Fi.
2. Touch OFF/ON to enable Wi-Fi. Your device begins scanning for available Wireless Access Points, or you can tap Scan to start searching.
3. When the scan is complete, touch a Wi-Fi network to connect. If the Wi-Fi network is open (unsecured), your device automatically connects. If the Wi-Fi network is secured, enter the password at the prompt to connect.

Tip: You can have your device automatically notify you of available networks. See “*Wi-Fi notifications*” under “*Wi-Fi Settings*” on page 40.

Add a Wi-Fi Network Manually

1. From a Home screen, touch  Apps →  Settings → Connection tab → Wi-Fi.
2. Touch OFF/ON to enable Wi-Fi.
3. Touch Add Wi-Fi network and enter the following:
 - **Network SSID:** Enter the name of the Wi-Fi Wireless Access Point (WAP).
 - **Security:** Select the type of security used by the WAP.

Note: Depending on the security protocol used by the WAP, additional network information may be required, such as a password.

- **Password:** If the WAP is secured, enter the password or hex key.

4. Touch Connect.

Wi-Fi Settings

Set up and manage wireless access points.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Wi-Fi.

2. Touch OFF/ON to enable Wi-Fi.

3. Touch  Menu for options:

- Advanced.

- **Wi-Fi notifications:** Receive a notification when new Wireless Access Points (WAPs) are available.

- **Sort by:** Sort Wi-Fi networks by alphabet or RSSI (received signal strength indicator).

- **Keep Wi-Fi on during sleep:** Specify when to disconnect from Wi-Fi.

- **Always allow scanning:** Allow Google location service and other apps to scan for networks, even when Wi-Fi is turned off.

- **Wi-Fi timer:** Auto connect to/disconnect from Wi-Fi networks.

- **Install certificates:** Install authentication certificates.

- **MAC address:** View your device's MAC address, which is required when connecting to some secured networks (not configurable).

- **IP address:** View your device's IP address (not configurable).

- **WPS push button:** Set up a connection to a WPS (Wi-Fi Protected Setup) router or other equipment.

- **WPN PIN entry:** View the PIN used by your device to set up a PIN-secured connection to a Wi-Fi router or other equipment (not configurable).

- **Help:** Learn about setting up and using Wi-Fi networks.

Wi-Fi Direct

Wi-Fi Direct allows device-to-device connections so you can transfer large amounts of data over a Wi-Fi connection.

These devices must be enabled for Wi-Fi Direct communication. This connection is direct and not via a hot spot or Wireless Access Point (WAP).

1. From a Home screen, touch  Apps →  Settings → Connection tab → Wi-Fi.
2. Touch OFF/ON to enable Wi-Fi.
3. Touch **Wi-Fi Direct**. Your device begins scanning for other devices enabled with Wi-Fi Direct.
4. Enable Wi-Fi Direct on the target device.
5. In the list of available devices, touch the target device.

– or –

If you want to connect to more than one device, touch **Multi connect** and touch each device (that support Multi connect) you want to connect to. Touch **Done**.

6. On the target device, touch **Connect**. Once connected, the target device will show as **Connected** in your list of Wi-Fi Direct devices and the  icon will display on the Status Bar.

Share Information Using Wi-Fi Direct

To share videos, photos, or other information with the connected device, follow these steps:

1. View the information that you want to share. For example, if you want to share a photo, find the photo in your camera viewer or from a Home screen, touch  Apps →  My Files, touch and hold to select the photo, and then use the **Share via** option.
2. Touch the **Wi-Fi Direct** option.

The Wi-Fi Direct settings screen displays, Wi-Fi Direct is turned on, and your device scans for other devices.

3. Touch a connected device name.
4. The other device displays a pop-up that indicates it is receiving the file.

Bluetooth

Bluetooth is a short-range wireless communications technology for exchanging information over a distance of about 30 feet. You do not need to line up the devices to send information with Bluetooth. If the devices are in range, you can exchange information between them—even if they are in different rooms.

Your device can use Bluetooth to share photos, contacts and other content with other Bluetooth-enabled devices. Many of the apps on your tablet provide options for sharing via Bluetooth under  **Menu**.

Turning Bluetooth On or Off

Turn your device's Bluetooth feature on or off. When you turn Bluetooth on, your device can search, pair, and connect to other Bluetooth devices.

When Bluetooth is on,  is displayed on the Status Bar.

From the Notification Panel

1. From any screen, touch the top of the screen and swipe downward. The Notification Panel displays.
2. Touch **Bluetooth** to turn Bluetooth on (green) or off (gray).

From Settings

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab → **Bluetooth**.
2. Touch **OFF/ON** to enable/disable Bluetooth.

Pairing with a Bluetooth Device

Search for a Bluetooth device and pair with it, to exchange information between your device and the target device.

After pairing, your device and the target device will recognize each other and exchange information without a passcode or PIN.

Note: When paired, the  **Bluetooth paired** icon displays in the Status Bar. If you receive a new request for pairing while paired with a Bluetooth headset, a new Bluetooth icon displays at the left of the Status bar and Notifications displays the pairing request.

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab → **Bluetooth**.
2. Touch **OFF/ON** to enable Bluetooth.
3. Activate the target device's discoverable mode.

4. Touch **Scan**.
5. From the list of scanned devices, touch the target device, then follow the prompts to complete the pairing:
 - If the target device requires a PIN, enter a PIN for the target device and touch **OK**. When prompted, enter the PIN on the target device.
 - If the device allows automatic or smart pairing, your device will attempt to pair with the device automatically. Follow the prompts on your device and the target device to complete the pairing.

Note: Due to different specifications and features of other Bluetooth-compatible devices, display and operations may be different, and functions such as transfer or exchange may not be possible with all Bluetooth-compatible devices.

Disconnect or Unpair from a Bluetooth Device

Follow these instructions to disconnect or unpair your tablet from a Bluetooth device.

Disconnect from a Bluetooth Device

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch **OFF/ON** to enable Bluetooth.
3. Touch the connected device, and then touch **OK** to disconnect.

Unpair from a Bluetooth Device

You can make your tablet forget its pairing connection with another Bluetooth device. To connect to the other device again, you may need to enter or confirm a passcode again.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch **OFF/ON** to enable Bluetooth.
3. Touch the connected device, and then touch  → **Unpair**.

Send Information Using Bluetooth

You can use Bluetooth to transfer information between your tablet and another Bluetooth-enabled device such as a tablet or notebook computer. The first time you transfer information between your table and another device, you need to enter or confirm a security passcode. After that, your tablet and the other device are paired, and you will not need to exchange pass codes to transfer information in the future.

Send Information from Your Tablet to Another Device

You can send the following types of information, depending on the device you are sending to:

- Images and videos
- Calendar events
- Contacts
- Audio files

Note: Your tablet must already be paired to the target device in order to share files. For more information, refer to “*Pairing with a Bluetooth Device*” on page 42.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch OFF/ON to enable Bluetooth.
3. Set the target device to discoverable mode. Refer to the target device's documentation for instructions on receiving information over Bluetooth.
4. On your tablet, open the application that contains the information or file you want to send. Some common ways of sharing files via Bluetooth include:
 - While viewing photos or videos in the Gallery, touch  → Bluetooth.
 - While playing music using the Music app, touch  Menu → Via Bluetooth.
 - While viewing a Contact, touch  Menu → Share namecard via → Bluetooth.
5. Touch the name of the target device.
6. On the target device, follow the prompts to accept the file.

Receive Data Using Bluetooth

Your tablet is capable of receiving a wide variety of file types with Bluetooth, including photos, audio files, and documents such as PDFs.

Note: Your tablet must already be paired to the target device in order to share files. For more information, refer to “*Pairing with a Bluetooth Device*” on page 42.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch OFF/ON to enable Bluetooth.
3. When your tablet receives a file transfer request notification, touch Accept.
4. When the file is transferred, a notification displays. To open the file immediately, slide down the Notification Panel, and then touch the relevant notification.

Accessing Files Received Using Bluetooth

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch  Menu → Received files.
3. Touch a file to open it. When you open a received file, what happens next depends on the file type:
 - Media files and documents are usually opened directly in a compatible application. For example, if you open a music track, it starts playing in the Music Player application.
 - For a vCalendar file, select the calendar where you want to save the event, and then touch Import event. The vCalendar is added to your Calendar events.
 - For a vCard contact file, if there are multiple vCard files on your storage card, you can choose to import one, several, or all of those contacts to your Contacts list.

Note: Received data is normally saved to the Bluetooth folder on your tablet. If you receive a contact, it is saved to your contacts automatically.

Bluetooth Settings

1. From a Home screen, touch  Apps →  Settings → Connection tab → Bluetooth.
2. Touch OFF/ON to enable Bluetooth.
3. Touch  Menu for options:
 - **Visibility timeout:** Set the length of time your tablet is visible to other devices when you turn on visibility.
 - **Received files:** Show the list of files received using Bluetooth.
 - **Rename device:** Change the name that is used to identify your tablet when using Bluetooth.
 - **Help:** Display additional Bluetooth information.

Portable Wi-Fi Hotspot

Use Portable Wi-Fi hotspot to share your tablet's internet connection with up to 10 Wi-Fi-enabled devices.

You can control whether devices connect to your Portable Wi-Fi hotspot with the Allowed device list.

Note: Portable Wi-Fi hotspot requires a subscription Contact your service provider for more information.

Portable Wi-Fi hotspot consumes battery power and uses data service. While the Portable Wi-Fi hotspot is active, your tablet's applications will use the Portable Wi-Fi hotspot data allowance.

Turning Portable Wi-Fi Hotspot On or Off

Activate your tablet's Portable Wi-Fi hotspot application to allow other devices to use your tablet's internet connection.

1. From a Home screen, touch  Apps →  Settings → Connection tab.
2. Touch Tethering and Wi-Fi hotspot → Portable Wi-Fi hotspot.
3. Touch OFF/ON to enable the feature.

Caution! By default, your device's Portable Wi-Fi hotspot has no security applied, and any device can connect.

Connecting a Device with Portable Wi-Fi Hotspot

Use the other device's Wi-Fi control to connect to your device's Portable Wi-Fi hotspot.

1. From a Home screen, touch  Apps →  Settings → Connection tab.
2. Touch Tethering and Wi-Fi hotspot → Portable Wi-Fi hotspot. Touch OFF/ON to enable the feature.
3. Activate Wi-Fi on the target device, using the device's Wi-Fi control.
4. Scan for Wi-Fi hotspots, and select your device from the list.
5. At the prompt, enter your device's Portable Wi-Fi hotspot password.

Allowed Device List

Control whether devices connect to your Portable Wi-Fi hotspot with the Allowed device list. After you add devices to the list, they can scan for your device and connect using your device's Portable Wi-Fi hotspot name and password.

Note: Using your device as a Portable Wi-Fi hotspot consumes battery power and uses data service. While Portable Wi-Fi hotspot is active, your device's applications will use the Portable Wi-Fi hotspot data service. Roaming while using your device as a Portable Wi-Fi hotspot will incur extra data charges.

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab.
2. Touch **Tethering and Wi-Fi hotspot** → **Portable Wi-Fi Hotspot**. Touch **OFF/ON** to enable the feature.
3. Touch **Allowed devices**, then touch **Add** to enter the other device's Device name and MAC address.
4. Touch **OK** to add the device to the Allowed devices list.

Configuring Portable Wi-Fi Hotspot Settings

Configure your device's Portable Wi-Fi hotspot settings, including your device's name and password, and set the visibility of your device's Wi-Fi hotspot.

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab.
2. Touch **Tethering and Wi-Fi hotspot** → **Portable Wi-Fi hotspot**. Touch **OFF/ON** to enable the feature.
3. Touch  **Configure** for these options:
 - **Network SSID:** View and change the name of your Portable Wi-Fi hotspot.
 - **Hide my device:** When enabled, your Portable Wi-Fi hotspot is not visible to other Wi-Fi devices during a scan. Other devices can still connect to your Portable Wi-Fi hotspot, but will have to set up the connection manually with your Network SSID and Password.
 - **Security:** Choose the security level for your Portable Wi-Fi hotspot.
 - **Password:** If you choose a security level that uses a password, enter the password.

- **Show password:** Enable to make the Password field visible.
- **Show advanced options:** Enable to access advanced options, including Broadcast channel, to specify the channel your device uses for Portable Wi-Fi hotspot.

4. Touch  **Menu** → **Timeout** to set a time limit for Portable Wi-Fi hotspot to automatically turn off if there is no connection.

Tethering

Use Tethering to share your device's internet connection with a computer that connects to your device via Wi-Fi, with a USB cable, or by Bluetooth.

Important! Tethering consumes battery power and increases your data usage. Roaming while using tethering will incur extra data charges.

Note: Tethering may require a subscription. Contact your service provider for more information.

Portable Wi-Fi Hotspot

Use Portable Wi-Fi hotspot to share your tablet's internet connection with a PC or other device through Wi-Fi, using your tablet as the Portable Wi-Fi hotspot.

For more information, refer to "*Portable Wi-Fi Hotspot*" on page 46.

USB Tethering

Use USB tethering to share your device's network connection with a computer that connects to your device via USB cable.

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab → **Tethering and Wi-Fi hotspot**.
2. Connect the other device to your device with a USB cable.
3. Touch **USB tethering** to turn tethering On or Off.

Bluetooth Tethering

Before starting, pair the target device with your tablet, and then configure it to obtain its network connection by using Bluetooth.

For information about using Bluetooth, see “*Bluetooth*” on page 42.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Tethering and Wi-Fi hotspot.
2. Touch **Bluetooth tethering** to turn tethering On or Off.

Synchronizing with Windows Media Player

Ensure that Windows Media Player is installed on your PC.

1. Attach your device to the computer with the USB cable. Your computer recognizes the connection and displays the Auto Play screen. (If the Auto Play screen does not appear, manually launch the program.)
2. Click the option to **Sync digital media files to this device** to synchronize music files.
3. Select and drag the music files you want to the sync list and begin synchronizing.
4. When finished, exit Windows Media Player and disconnect the USB cable.

Connecting as a Mass Storage Device

You can connect your device to a PC as a removable disk and access the file on both the device and an installed memory card.

Note: The file directory of the memory card displays as **Card**, separate from the internal memory, which is **Tablet**.

1. Insert a memory card into the device to transfer files from or to the memory card.
2. Attach your device to the computer with the USB cable.

Your computer recognizes the connection and displays the AutoPlay screen.

3. Click the option to **Open device to view files**.

You should see a Card and a Tablet folder.

4. Copy files from the PC to the memory card (Card folder).
5. When finished, close the PC folder and disconnect the USB cable.

Section 5: Applications

This section contains a description of each application that is available on the Apps screen, its function, and how to navigate through that particular application. If the application is described in another section of this user manual, then a cross reference to that description is provided.

Apps Screen

The Apps screen displays all applications installed on your tablet. Applications that you download and install from Google Play or from the web are also added to a Home screen.

The Apps icons are arranged in a customizable grid. To arrange the Apps icons in alphabetical order:

1. From a Home screen, touch Apps.
2. Touch Menu → View type.
3. Touch **Alphabetical grid**.

To manually change the order of the icons on the Apps screen:

1. From a Home screen, touch Apps.
2. Touch Menu → Edit.
3. Touch and hold an icon and drag it to a new position.
4. Touch **Save** to save the changes.

You can place shortcuts to applications on the Home screen for quick access to the application. For more information, refer to “*Adding a Shortcut or Widget*” on page 20.

To view your downloaded applications:

1. From a Home screen, touch Apps.
2. Touch **Download apps** to view downloaded apps.
3. Touch an icon to launch the application.

– or –

Add an App Shortcut to a Home screen by dragging the App icon onto the Home screen. For more information, refer to “*Adding a Shortcut or Widget*” on page 20.

Application Information

To view information about an App, such as the amount of storage it uses, force the App to stop, uninstall updates, and clear data:

1. From a Home screen, touch Apps → Settings → General tab → Application manager.
2. Touch the All tab, scroll through the apps list, and touch the app to open a screen with details about the App.

Updating Applications

Once you have registered your device (see “*Software Update*” on page 117) and signed into your Google Account (see “*Your Google Account*” on page 32), you may see the **Updates Available** notification in the Status Bar if there is a new version of one or more apps available or, when you open an application that is preloaded on your device, an **Update Available** message may be displayed.

To update the applications:

1. Touch the top of the screen and swipe downward. The Status Details screen displays.
2. Touch **Updates available**.

Alarm

Set alarms for reminders or for wake-up times.

1. Touch **Alarm**.
2. Touch **Turn alarm on** to activate the alarm. A gray alarm means the alarm is deactivated.
3. Touch an alarm to change any of its settings and then touch **Save** to save the updates.

Note: When an alarm is set, displays in the Status Bar.

Setting Alarms

- Touch **Create**, set a time for the alarm to go off, select days for the alarm to repeat, and then touch **Save**.
 - **Location alarm:** Set a location. The alarm goes OFF/ONLY when you are in the location.
 - **Snooze:** Set an interval and the number of times for the alarm to repeat after the preset time.
 - **Smart alarm:** Set a time for the alarm to go off before the preset time.

Stopping Alarms

- Drag  outside the large circle to stop an alarm.
- Drag  outside the large circle to repeat the alarm after a specified length of time.

Deleting Alarms

- Touch and hold the alarm, and then touch  Delete.

Amazon

Shop with Amazon.

- Touch  Amazon.

Calculator

The Calculator provides basic and advanced arithmetic functions.

1. Touch  Calculator.
2. Enter the first number using the numeric keys.
3. Enter the operation for your calculation by touching the corresponding onscreen arithmetic function key.
4. Enter the next number.
5. To view the result, touch the = (equals) key.

To clear the result:

- Touch .

To clear the calculator history:

- Touch  Clear history.

To copy or cut the contents of the display:

- Touch and hold entries in the Calculator's display field. Touch **Cut** or **Copy**. Paste the copied or cut value in another app.

Calendar

Use this application to manage events and tasks.

- Touch  31 Calendar.

Creating Events or Tasks

1. Touch  and use one of the following methods:
 - **Event:** Enter an event with an optional repeat setting.
 - **Task:** Enter a task with an optional priority setting.— or —
Touch a date on the calendar to select it and touch it again.

Enter a title and specify which calendar to use or sync with. Then touch **Edit event details** or **Edit task details** to add more details, such as how often the event repeats, when it has an advance alert, or where it takes place.

2. Attach a map showing the location of the event. Enter the location in the **Location** field, touch next to the field, and then pinpoint the precise location by touching and holding on the map that appears.

Syncing with Google Calendar

1. On a Home screen, touch Apps → Settings → Accounts → Google.
2. Touch a Google Account → Sync Calendar → Sync now.

To manually sync for updating:

- Touch 31 Calendar → Menu → Sync.

To display synced events or tasks:

- Touch 31 Calendar → Menu → Calendars, and then check mark the Google Account.

Changing Calendar Type

At the top of the screen:

1. Touch a calendar type: Year, Month, Week, or Day.
2. Touch Agenda to list all events or Task to list all tasks.

Searching for Events

- Touch Search, and then enter a keyword to use for the search.
- To view today's events, touch Today at the top of the screen.

Deleting Events

- Touch an event or task. On the pop-up, touch Menu → Delete.
 - or –

Touch Menu → Delete, select events, and then touch Delete.

Sharing Events

- Touch an event. On the pop-up, touch Menu → Share via, and then select a sharing method.

Camera

Use this application to take photos or videos.

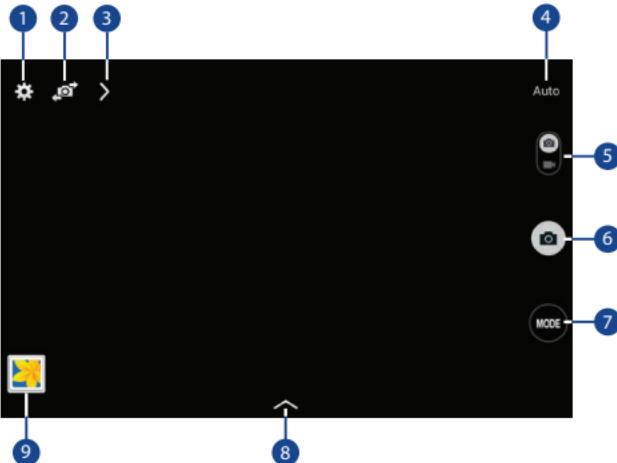
Use **Gallery** to view photos and videos taken with the device's camera.

- From a Home screen, touch Apps → Camera.

Taking Photos

- Touch the image on the preview screen where the camera should focus.
- Touch to take the photo.

Note: Make sure that the lens is clean. Otherwise, the device may not work properly in some modes that require high resolutions.



- Change camera settings.
- Switch between the front and rear camera.
- View more options.
- Display current mode.
- Record video button.
- Camera button.
- Shooting mode.

8. Select an available effect.
9. Open Gallery to view photos and videos.

Shooting Mode

Several photo effects are available. Some modes are not available when taking self-portraits.

- Touch **MODE**, and then scroll up or down the screen at the right side of the screen.
 - **Auto:** Use this to allow the camera to evaluate the surroundings and determine the ideal mode for the photo.
 - **Beauty face:** Take a photo with lightened faces for gentler images.
 - **Sound & shot:** Use this to take a photo with sound.
 - Touch  to take a photo. The device records a few seconds of audio after taking a photo.

Note: While taking photos in this mode, sound is recorded by the internal microphone.

- **Panorama:** Take a photo composed of many photos strung together.

To get the best shot, follow these tips:

- Move the camera slowly in one direction.
- Keep the camera's viewfinder within the guide frame.
- Avoid taking photos of a subject in front of unrecognizable backgrounds, such as empty skies or plain walls.

- **Sports:** Use this setting for fast-moving subjects.
- **Night:** Use this setting when taking photos in low light conditions.

Panoramic Photos

A panoramic photo is a wide landscape image consisting of multiple shots.

1. Touch **MODE → Panorama**.
2. Touch  and move the camera in one direction. When the blue frame aligns with the viewfinder, the camera automatically takes another shot in a panoramic sequence. To stop shooting, touch . If the viewfinder is out of the direction, the device stops shooting.

Applying Filter Effects

Use the filter effects to take unique photos or videos.

- Touch  and select a filter effect. The available options vary by mode.

Recording Videos

- To record a video, touch .
- To pause recording, touch .
- To continue recording, touch .
- To stop recording, touch .

Recording Mode

- Touch  Options →  Recording mode to change the recording mode.
 - **Normal:** Use this mode for normal quality.
 - **Limit for email:** Use this mode for reduced video size as required when sending by email.

Zooming In and Out

Use one of the following methods:

- Use the **Volume** button to zoom in or out.
- Spread two fingers apart on the screen to zoom in, and pinch to zoom out.

Note: The zoom in and out effect is available when using the zoom feature while shooting video.

Share Shot

- Touch  Options →  and select one of the following:
 - **Share shot:** Send a photo directly to another device via Wi-Fi Direct.
 - **Buddy photo share:** Set the device to recognize a person's face that you have tagged in a photo and send it to that person.
 - **Remote viewfinder:** Set a device to control the camera remotely.

Configuring Settings for Camera

- Touch  to configure settings for Camera. Not all of the following options are available in both still camera and video camera modes. The available options vary depending on the mode used.

Camera

- **Photo size:** Select a resolution. Use higher resolution for higher quality. Higher resolution photos take up more memory.

- **Metering:** Select a metering method. This determines how light values are calculated. Center-weighted measures background light in the center of the scene. Spot measures the light value at a specific location. Matrix averages the entire scene.

Video recorder

- **Video size:** Select a resolution. Use higher resolution for higher quality. Higher resolution videos take up more memory.

Settings

- **Location tag:** Attach a GPS location tag to the photo.

Tip: Your location is included on your photos when you upload them to the Internet. To avoid this, deactivate the Location tag setting.

- **Review:** Set the device to show photos or videos after taking them.
- **Volume key:** Set the device to use the Volume button to control the shutter or zoom function.
- **Timer:** Use this for delayed-time shots.

- **White balance:** Select an appropriate white balance, so images have a true-to-life color range. The settings are designed for specific lighting situations. These settings are similar to the heat range for white-balance exposure in professional cameras.
- **Brightness:** Change the image brightness value.
- **Guidelines:** Display viewfinder guides to help composition when selecting subjects.
- **Voice control:** Set the camera to take photos with voice commands.
- **Contextual filename:** Set the camera to display contextual tags. Activate this to use Tag Buddy in Gallery and Story Album.
- **Save as flipped:** Invert the image to create a mirror-image of the original scene.
- **Storage:** Select the memory location for storage.
- **Reset:** Reset the camera settings.
- **Help:** Access help information for using the camera.

Shortcuts

Reorganize shortcuts for easy access to the camera's various options.

1. Touch > Options.
2. Touch and hold a shortcut icon to display all shortcuts.
3. Touch and hold an option and drag it to a slot at the top of the screen. The other icons can be moved within the list by touching and dragging them.
4. Touch **Reset** to reset the quick settings layout to the default settings.

Chrome

Use Chrome to browse the internet and bring your open tabs, bookmarks and search data from your computer to your tablet.

- Touch  Chrome.

Contacts

Store contact information for your friends, family, and colleagues, to quickly access information.

- Touch  **Contacts**.

For more information, refer to “*Contacts*” on page 32.

Drive

Use the Google Drive app to open, view, rename, and share your Google Docs and files.

Visit drive.google.com to learn more.

Note: This app requires a Google Account.

- Touch  **Drive**.

Email

Use Email to view and manage all your email accounts in one application.

- Touch  **Email**.

Creating an Email Account

To create your first email account:

1. Touch  **Email**.

The first time you set up an email account, the Set up email screen displays.

2. Touch an email account type and follow the prompts to set up your email account.

Creating Additional Email Accounts

To create additional email accounts after setting up your first account, follow these steps:

1. Touch  **Email**.

Your Email screen displays showing your emails from the active account.

2. Touch  **Menu** → **Settings**.

3. Touch **Add account** to add another email account.

4. Enter the information required to set up another account.

Touch **Send email from this account by default**, if you want to enable the option.

Switching Between Email Accounts

1. Touch  **Email**.

Your Email screen displays showing your emails from the active account.

2. Touch the **Inbox** button  at the top of the screen.

Your Email accounts screen displays.

3. Touch the Email account **Inbox** you would like to make active.

– or –

Touch **Combined view** to display email messages from all accounts.

The new Email account inbox or Combined inbox displays.

Syncing Email Accounts

Syncing refreshes your tablet with the account's servers.

When you set up an email account, you can choose whether the account syncs in the background, or manually.

- Touch  **Email** →  **Refresh**.

Deleting Email Accounts

To delete an Email account:

1. Touch  **Email**.

2. Touch  **Menu** → **Settings**.

3. Touch an email account and then touch **Delete account**.

Email Settings

Use the Email Settings to configure your Email preferences.

Note: Available settings depend on the email provider.

1. Touch  **Email**.

2. Touch  **Menu** → **Settings**, then touch **General settings**. The following options display:

- **Display:** Set how email is shown in the email list and when you open them.
- **Composing and sending:** Set what functions are available while composing and sending email.
- **Auto-advance:** Set the screen to show after deleting a message. Choices are: Next email, Previous email, or Email list.
- **Confirm deletions:** Ask for confirmation before deleting email.

- **Priority senders:** Enter email addresses that you want treated as a priority.
- **Spam addresses:** Manage your spam address list.
- **Rules for filtering:** Create rules for filtering email based on names, address, or subject.

3. Touch an account to configure specific settings.

Available options depend on the account.

Composing and Sending Email

1. Touch  **Email**.
2. If you have multiple accounts set up, choose an account from the menu at the top of the screen.
3. Touch  **Compose**, then touch fields to enter recipients and the email text.
4. While composing a message:
 - Touch displayed buttons to set Priority, Tracking options, Security options, and so on.
 - Touch  **Attach** to add a file to the message.
Available options depend on the type of email account.
5. Touch the body of the email to enter the text of your email. Touch the text option buttons to edit and format your message text.
6. Touch  **Send** to send the message.
– or –
Touch  **Save** to save the email to the Drafts folder.

Gallery

Use this application to view images and videos.

- Touch  **Gallery**.

Viewing Images

Launching Gallery displays available folders. When another application, such as Email, saves an image, the Download folder is automatically created to contain the image. Likewise, capturing a screenshot automatically creates the Screenshots folder. Select a folder to open it.

In a folder, images are displayed by creation date. Select an image to view it in full screen.

Scroll left or right to view the next or previous image.

Zooming In and Out

Use one of the following methods to zoom in or out on an image:

- Double-tap anywhere on the screen to zoom in or zoom out.
- Spread two fingers apart on any place to zoom in. Pinch the screen to zoom out.

Playing Videos

Video files show the  icon on their thumbnails.

- Select a video to watch it and touch .

Trimming Segments of a Video

1. Select a video, and then touch  **Trim**.
2. Move the start bracket to the desired starting point, move the end bracket to the desired ending point, and then save the video.

Editing Images

1. Touch  **Gallery**.
2. While viewing an image, touch  **Menu** and use the following functions:
 - **Favorite**: Add to the favorites list.
 - **Slideshow**: Start a slideshow with the images in the current folder.
 - **Photo frame**: Use this to add a frame and a note to an image. The edited image is saved in the Photo frame folder.
 - **Photo note**: Use this to write a note on the back of the image. Touch  to edit the note.
 - **Copy to clipboard**: Copy to clipboard.
 - **Print**: Print the image via a USB or Wi-Fi connection. Some printers may not be compatible with the device.
 - **Rename**: Rename the file.
 - **Buddy photo share**: Send the image to a person whose face is tagged in the image.
 - **Rotate left**: Rotate counter-clockwise.
 - **Rotate right**: Rotate clockwise.

- **Crop**: Resize the blue frame to crop and save the image in it.

- **Set as**: Set the image as wallpaper or a contact image.

- **Details**: View image details.

- **Settings**: Change the Gallery settings.

Favorite Images

- While viewing an image, touch  **Menu** → **Favorite** to add the image to the favorites list.

Deleting Images

Use one of the following methods:

- In a folder, touch  **Menu** → **Select item**, select images by ticking, and then touch  **Delete**.
- When viewing an image, touch  **Delete**.

Sharing Images

Use one of the following methods:

- In a folder, touch  **Menu** → **Select item**, select images by ticking, and then touch  to share them with others.
- When viewing an image, touch  to share it with others.

Setting as Wallpaper

- When viewing an image, touch  **Menu** → **Set as** to set the image as wallpaper or to assign it to a contact.

Tagging Faces

Faces in photos can be recognized, allowing you to tag them with the person's name.

1. Touch  **Menu** → **Settings** → **Tags** → **Face tag** to enable the feature.
2. When a face is recognized, a blue frame appears around the recognized face.
3. Touch the face, touch **Add name**, and then select or add a contact.

4. When the face tag appears on an image, touch the face tag and use available options.

Tip: To manually add a Face tag, touch and hold anywhere on the photo for about two seconds and release. A blue frame will appear, allowing you to add a Face tag.

Note: Face recognition may fail depending on the face angle, face size, skin color, facial expression, light conditions, or accessories the subject is wearing.

Using Tag Buddy

To display a contextual tag (weather, location, date, and person's name) when opening an image:

1. Touch  **Menu** → **Settings** → **Tags** → **Tag buddy**.
2. Touch **OFF/ON** to enable the feature.

Gameloft

Preview and download great games for your device.

Visit gameloft.com to learn more.

- From the **Apps** screen, touch  **Gameloft**.

Gmail

Send and receive email with Gmail, Google's web-based email service.

- Touch  **Gmail**.

Setting Up Your Gmail Account

If you did not set up a Google Account during the initial configuration, the first time you launch Gmail, your device prompts you to set up your Google Account.

1. Touch  **Gmail**.
2. Follow the prompts to sign in or create a new account. The device communicates with the Google server to set up your account and synchronize your email. When complete, your Gmail displays in the Inbox.

Note: You can use more than one Google Account on your device. From a Home screen, touch  **Apps** →  **Settings** → **General** → **Accounts** → **Add account** to add an additional Google Account.

Composing and Sending Gmail

1. Touch  **Gmail**.
2. Touch  **Compose**, then touch fields to compose the message. While composing a message, touch  **Menu** for options.
3. Touch  **SEND** to send this message.
– or –
Touch  **Menu** → **Save draft** to save a draft of this message.

Refreshing Your Gmail Account

Refresh your account to update your device from the Gmail servers.

1. Touch  **Gmail**.
2. While viewing your Inbox, drag your finger downward across your messages.

Gmail Settings

Use the Gmail Settings to configure your Gmail preferences.

1. Touch  **Gmail**.
2. Touch  **Menu** → **Settings** for settings.

Google

Use this application to search not only the Internet, but also applications and their contents on the device as well.

- Touch  Google.

Google Now

Google Now recognizes repeated actions performed on the device (including accessing locations, repeated calendar appointments, search queries, and more). Google Now uses these actions to automatically send updates for user-specific information in the form of “cards.”

For more information, visit google.com/landing/now.

Note: You must be signed in to your Google Account to use Google Now. If not, touching  will launch a basic Google search.

1. Press and hold the  Home Key, and then touch .
2. Follow the prompts to set up and use Google Now.

Note: When Google Now is enabled, you can also access it by touching  Google.

Google Settings

Quickly and easily change Google app settings to suit your preferences.

Note: You must be signed in to the application in which you want to configure. (For example, sign in to Google+ in order to configure Google+ settings).

- Touch  Google Settings.

Google+

Stay connected and share life as it happens with Google+. Chat with friends and family, post photos, or see what others are sharing while you’re on the go.

Visit google.com/mobile/+ to learn more.

Note: This app requires a Google Account.

- Touch  Google+.

Hancom Viewer

Hancom Office Viewer opens and manages Hancom Office Hanword (*.hwp) and Hanshow (*.show) documents.

- Touch  **Hancom Office Viewer.**

Hangouts

Google Hangouts is an online place to meet friends and family, share photos, and host video calls.

Visit google.com/+/learnmore/hangouts to learn more.

Note: This app requires a Google Account.

- Touch  **Hangouts.**

Help

Access help information to learn how to use the device and applications or configure important settings.

- Touch  **Help.**

Internet

Your device is equipped with a full-HTML browser, that lets you access the Internet.

- Touch  **Internet.**

Navigating the Web

Selecting items on a page

While browsing web pages, use gestures and menus to navigate:

- Touch an item to select it.
- Touch a hyperlink to follow the link.
- Touch and hold on a hyperlink for options.

Command Keys

- Touch  **Backward** to return to the previous page.
- To go to the next page, touch  **Forward**.

Touching and dragging

- Touch and drag your finger on the screen to navigate pages, and to reposition pages within the screen.

Entering text in a field

- While browsing, touch a text field to display the virtual QWERTY keyboard to enter text.

Zoom

Note: Some web pages do not support the Zoom function.

- Using two fingers, make a pinch motion on the screen.
 - Pinch in to zoom in on a web page.
 - Pinch out to zoom out on a web page.
- To return a web page to original size, double touch on it.

Maps

Find your current location, get directions and traffic reports, discover local businesses and attractions, and much more.

Visit google.com/maps/about/explore/mobile to learn more.

Important! Google Maps requires an active data network or Wi-Fi connection. Some features require that one or more location services be enabled. For more information, refer to “Security” on page 113.

- Touch  Maps.

Memo

Use this application to record important information to save and view at a later date.

- Touch  Memo.

Viewing a Memo

- Touch the memo thumbnail to open it.
- To edit the memo, touch the content of the memo.
- To delete the memo, touch  Delete
- To send the memo to others, touch  Share via.
- To send the memo to a Google or Samsung printer, touch  Print.

Composing a Memos

- Touch  Create memo, enter a memo, and then touch Save.
- To change the category, touch .
- To insert an image into the memo, touch .
- To use your voice to insert text into the memo, touch .

Browsing Memos

- Browse memo thumbnails by scrolling up or down.
- To edit a memo, touch a memo thumbnail, and then touch the content of the memo.
- To search for a memo, touch .

Memo Options

- While browsing memo thumbnails, touch  Menu for options:
 - **Select:** Select notes to share, print, or delete.
 - **Delete:** Delete memos.
 - **Add category:** Create new categories.
 - **Edit categories:** Update your categories.

Music

Use the Music application to listen to music. You can listen to music using your device's built-in speakers, through a wired headset, or through a Bluetooth headset.

For more information, refer to "*Bluetooth*" on page 42.

Press the **Volume Key** on the side of the device to activate onscreen volume control, then touch and drag on the scale to set the volume. You can also press the **Volume Key** to adjust playback volume.

- Touch  Music.

Playing Music

Select a music category, and then select a song to play.

Touch the album image at the bottom of the screen to open the music player screen.

The following Music controls are available (controls may vary by view):



Streams the current music file to another device via Samsung Link.



Volume control and SoundAlive.



Volume control showing volume muted.



Assign the current song as a Favorite.



Lists the current playlist songs.



Touch and hold to rewind the song. Touch to go to previous song.



Pause the song.



Start the song after pausing.



Touch and hold to fast-forward the song. Touch to go to next song.



Shuffles the current list of songs randomly.



Songs play in order and are not shuffled.



Plays the entire song list once.



Replays the current list when the list ends.



Repeats the currently playing song.

To listen to songs at equal volume levels:

- Touch Menu → Settings → Player → Smart volume.

Caution! When Smart volume is activated, the volume may end up louder than the device volume level. Use caution to avoid long-term exposure to loud sounds to prevent damage to your hearing.

Note: Smart Volume may not be activated for some files.

To set a personalized sound while listening to songs with a headset:

- Touch Menu → Settings → Player → Adapt Sound → On.

When you turn the volume up to level 14 or higher, the adapt sound option is not applied to music playback. If you turn the volume down to level 13 or lower, the option is reapplied.

Setting a Song as an Alarm Tone

To use the currently-playing song as an alarm tone:

- Touch  **Menu** → **Set as alarm tone**.

Creating Playlists

To create a playlist of songs.

1. Touch the **Playlists** tab.
2. Touch  **Menu** → **Create playlist**.
3. Enter a title and touch **OK**.
4. Touch **Add tracks**, select songs to include, and then touch **Done**.

To add the currently-playing song to a playlist:

- When viewing the song listing, touch and hold a song, and then touch **Add to playlist**.
– or –
When viewing a single song in fullscreen mode, touch  **Menu** → **Add to playlist**.

Playing Music by Mood

Play music grouped by mood. The playlist is automatically created by the device.

- Touch  **Menu** → **Music square** and select a cell of mood.
– or –
Select multiple cells by dragging your finger across multiple cells.

My Files

Use this application to access all kinds of files stored in the device, including images, videos, songs, and sound clips.

- Touch  **My Files**.

Viewing Files

Files stored in the device are sorted by criteria. From the left pane of the screen, select one of the following categories:

- **Timeline**: View files that are grouped by date.
- **Favorite folders**: View shortcuts to folders or FTP servers.
- **Folders**: View files stored in the internal memory or a memory card (not included).

- **Categories:** View files sorted by their types.
- **Apps:** View files stored or created in specific applications.

Select a category, and then select a file or folder to open it.

After selecting a category, touch  **Menu**, and then use one of the following options:

- **Select:** Select files or folders.
- **Sort by:** Sort files or folders.
- **Add FTP:** Add an FTP server shortcut in Favorite folders.
- **Scan for nearby devices:** Search for devices that have media sharing activated.
- **Display options:** Change the file manager settings.

Touch  **Menu** → **Select**, select a file or folder, and then use one of the following functions:

-  **Share via:** Send files to others or share them.
-  **Delete:** Delete files or folders.
-  **Move:** Move files or folders to another folder.
-  **Copy:** Copy files or folders to another folder.
 - or –

- Touch  **Menu** for the following options:
 - **Go to folder:** Go to the folder in which the file resides.
 - **Rename:** Rename a file or folder.
 - **Add shortcut to home:** Add a shortcut to a file or folder to the Home screen.
 - **Details:** View file or folder details.

Searching for a File

- Touch  **Search**, and then enter search criteria.

Viewing Storage Information

- Touch  **Storage** to view memory information for your device and memory card (not included).

Changing the View Mode

- Touch  to change the view mode.

Creating Folders

- From the Folders category, touch  **Create folder**, enter a name for the folder, and then touch **OK**.

Adding Shortcuts to Folders

Add a shortcut to frequently-used folders in **Favorite folders**.

- Select a folder and touch  **Menu** → **Add to Favorite folders**.

Adding FTP Server Shortcuts to the Device

Add an FTP server shortcut in **Favorite folders**.

- Touch  **Menu** → **Add FTP**, enter details for the FTP server, and then touch **Done**.

Photos

Automatically save every photo you take with your device to your Google+ account. Then it is easy to view, organize, and share them with friends and family of your choice.

Visit google.com/+/learnmore/photos to learn more.

Note: This app requires a Google Account.

- Touch  **Photos**.

Play Books

Discover more than 3 million free e-books and hundreds of thousands more to buy in the eBookstore.

Visit play.google.com/store/books to learn more.

Note: This app requires a Google Account.

- Touch  **Play Books**.

Play Games

Discover hundreds of games for download and purchase through the Google Play Store.

Visit play.google.com/store/apps/category/GAME to learn more.

Note: This app requires a Google Account.

- Touch  **Play Games**.

Play Movies & TV

Watch movies and TV shows purchased from Google Play. You can stream them instantly, or download them for viewing when you're not connected to the Internet. You can also view videos saved on your device.

Visit play.google.com/store/movies to learn more.

Note: This app requires a Google Account.

- Touch  **Play Movies & TV.**

Play Music

With Google Play Music, you can play music you've downloaded, and music you copied from your computer.

Visit play.google.com/about/music to learn more.

Note: This app requires a Google Account for some features.

- Touch  **Play Music.**

Play Newsstand

Subscribe to your favorite magazines so you can have them available to read on your device at your leisure.

Visit play.google.com/store/newsstand to learn more.

Note: This app requires a Google Account.

- Touch  **Play Newsstand.**

Play Store

All your favorite apps, movies and tv shows, music, books, magazines, and games are available in Google Play Store.

Visit play.google.com/store to learn more.

Note: This app requires a Google Account.

- Touch  **Play Store.**

S Voice

Use this application to command the device by voice to perform various functions.

1. Touch  **S Voice**.
2. Read the Samsung Disclaimer then touch **Confirm** to continue.
3. Read the Terms of Service then touch **Agree** to continue.
4. Read the information on the **Say what you want**, **Wake up S Voice**, and **Edit what you said** screens, and touch **Next** to display the next screen.
5. Read the information on the **Help** screen, then touch **Finish**.
6. At the S Voice screen, touch  or say "Hi Galaxy" to wake up S voice.
7. Speak and follow the onscreen instructions.
8. Touch  **Menu** for Settings.

Here are several examples of spoken commands:

- "Open music"
- "Launch calculator"
- "Check schedule"

Tips for better voice recognition:

- Speak clearly.
- Speak in quiet places.
- Do not use offensive or slang words.
- Avoid speaking in dialectal accents.

The device may not recognize your commands or may perform unwanted commands depending on your surroundings or how you speak.

Samsung Apps

Download hundreds of applications from a variety of categories.

Note: This app requires a Samsung Account.

- Touch  **Samsung Apps**.

Settings

Configure your device to your preferences.

- Touch  **Settings**.

For more information, refer to “*Settings*” on page 82.

Slacker

Slacker offers free, internet radio for mobile devices.

- From the Home screen, touch  **Apps** →  **Slacker**.

Video

Use this application to play video files.

Note: Some file formats are not supported depending on the device's software. Some files may not play properly depending on the encoding method used.

Playing Videos

1. Touch  **Video**.

All videos that you have on your device display.

2. Touch the video that you want to play.

3. The following video controls are available:



Play a video as a small pop-up while viewing another screen. Touch and drag the pop-up video to the desired location on the screen. Double-tap the pop-up to return to full screen mode.



Scan DLNA-enabled devices.



Volume control.



Volume control showing volume muted.



Touch to reposition the controls to the left.



Switch to split screen mode and show video thumbnails on the left side of the screen.



Touch and hold to rewind the video. Touch to go to previous video.



Pause the video.

-  Start the video after being paused.
-  Touch and hold to fast-forward the video. Touch to go to next video.
-  Full-screen in ratio view. The video is enlarged as much as possible without becoming distorted.
-  Full-screen view. The entire screen is used, which may cause some minor distortion.
-  Original size view. The video will be played in its original size.
-  Stretch to fit. The video is enlarged to fit the screen without becoming distorted.
-  Touch to reposition the controls to the right.

Note: The screen view icons are a four-way toggle. The icon that is displayed, is the mode that will display after the icon is touched.

Deleting Videos

- Touch  **Menu → Delete**, select videos by ticking, and then touch **Delete**.

Sharing Videos

Touch  **Menu → Share via**, select videos by ticking, touch **Done**, and then select a sharing method.

Using Popup Video Player

Use this feature to use other applications without closing the video player.

- While watching videos, touch  to use the pop-up player.
- Spread two fingers apart on the screen to enlarge the player or pinch to reduce it.
- To move the player, drag the player to another location.

Voice Search

Use this application to search web pages by speaking.

1. Touch  **Voice Search**.
2. Speak a keyword or phrase when **Speak now** appears on the screen.

VPN Client

VPN Client lets you define multiple Virtual Private Networks (VPNs) to your device and connect to them as needed by simply selecting a connection from the VPN Client list.

- Touch  **Apps** →  **VPN Client**.

WatchON

Use the Samsung WatchON application to use your device as a remote control for your TV, set top box, DVR, Blu-Ray/DVD, stereo or other device.

Important! Before initiating use, verify you have an active Internet connection available (either mobile network or Wi-Fi connection).

Set Up WatchON

1. Touch  **Apps** →  **WatchON**.
2. Follow the prompts to configure WatchON options, such country/region, TV service provider, channel list setup, etc.

Note: Touch  **Menu** → **Help** to learn more about WatchON.

Configure Your Device as a Remote

1. From the toolbar, touch  **Remote Control**.
2. Touch **Set up now** at the prompt.
3. Follow the instructions to find your TV or other devices and configure your device to control their operation.

World Clock

Use this application to check the time of many major cities in the world.

1. Touch  **World Clock**.

A list of the locations you have added displays.

To add another city to the list:

1. Touch  **Add city** to add another city to the list.
2. Scroll through the list of cities to find the city you want to add or touch the Search bar and use the keyboard to enter the name of the city you want to add.

Tip: Touch the first letter of the city's name, to the right of the list, to find the city more quickly.

3. Touch the city.

The list of your locations displays including the city just added.

To set Daylight Savings time:

1. Touch and hold a city.
2. Touch  **Menu** → **DST settings**.
3. Select Automatic, DST off, or 1 hour.

If Daylight Savings Time is active, a sun symbol appears on the World Clock listing.

To delete a World Clock entry:

1. Touch  **World Clock**.
2. Touch and hold a city. Touch any other cities you want to delete.
3. Touch  **Delete**.

YouTube

Watch videos from the YouTube website.

- Touch  **YouTube**.

Section 6: Settings

About Settings

Use this application to configure the device, set application options, and add accounts.

Accessing Settings

- From a Home screen, touch  Apps →  Settings.
 - or –
 - From any screen, touch the top of the screen and swipe downward, to display the Notification Panel, and then touch  Settings. For more information, refer to “Notification Panel” on page 25.

The Settings screen displays.

The Settings Screen

Some options are enabled or disabled by touching the **OFF/ON** button to turn the option ON  or OFF .

For some options, you must touch the field, such as Wi-Fi, to display and set more options.

Some options are enabled or disabled by touching a check box. When enabled, a  check mark displays. Touch the check mark to remove it and disable the option.

Wireless and Networks

Control your device's wireless connections.

Wi-Fi

Wi-Fi is a wireless networking technology that provides access to local area networks.

For information on how to use Wi-Fi, see “*Wi-Fi*” on page 38.

Bluetooth

Bluetooth is a short-range wireless communications technology for exchanging information over a distance of about 30 feet.

For information on how to use Bluetooth, see “*Bluetooth*” on page 42.

Tethering

Use Tethering to share your tablet’s Internet connection with a device by using Wi-Fi, a USB cable, or by Bluetooth.

For more information about connecting computers to your tablet by tethering, see “*Tethering*” on page 49.

Airplane Mode

Airplane mode allows you to use many of your tablet’s features, such as the camera, music and video apps, etc. when you are in an airplane or in any other area where accessing data networks is prohibited.

Important! When your tablet is in Airplane mode, it cannot access online information or applications.

- Press and hold the **Power/Lock Key** then touch **Airplane mode**.

– or –

Touch the top of the screen and swipe downward, to display the Quick Settings, and then touch **Airplane mode**. For more information, refer to “*Notifications*” on page 25.

– or –

Touch  **Settings** → **Connection** tab → **Airplane mode**, and then touch **OFF/ON** to enable the feature.

Data Usage

View your Wi-Fi data usage.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Data usage.
2. Touch **Mobile data** to turn Mobile data usage on.
3. Touch **Set mobile data limit** to allow a data limit to be set (as set by the red bar on the chart below)
4. Touch the **Data usage cycle** drop-down menu and select a date.

The data usage displays as a chart, and also displays a list of each application with a breakdown of data usage by application.

5. Set data usage limits:
 - Touch and drag the **red limit bar** to set the maximum data limit. When data usage reaches this limit, mobile data will be disabled.

Warning! When disabled, you will not be able to use the Internet, sync email, or use any app that requires a data connection unless you are connected to a Wi-Fi network.

- Touch and drag the **orange warning bar** to set a warning level. You will be notified when data usage reaches this level.
- Touch and drag the **two white bars** to adjust the time period displayed.
- Touch an **application** to view its data usage. Touch **Restrict background data** to force the application to sync background data only when connected to a Wi-Fi network.

Note: Data is measured by your device. Your service provider may account for data usage differently.

6. Touch  **Menu** for options:

- **Data roaming:** Turn data roaming On or Off. When roaming, your device connects to networks outside your home network, depending on your provider's agreements with other providers. Using data while roaming can incur extra charges, depending on your plan. For more information, contact US Cellular.
- **Restrict background data:** Restrict some apps and services from working unless you are connected to a Wi-Fi network.
- **Auto sync data:** Automatically sync data. Disabling auto sync will reduce data usage and conserve battery power, but notifications and updates will need to be manually synchronized.
- **Show Wi-Fi usage:** Display a Wi-Fi tab that shows Wi-Fi usage.
- **Mobile hotspots:** Display all mobile hotspots near you.

Location

Your device only acquires your location when you allow it. To use location-based services, you must first enable location services on your device.

1. From a Home screen, touch  **Apps** →  **Settings** → **Connection** tab → **Location**.
2. Touch **OFF/ON** to enable the feature.
3. Touch **Mode** to select how your location is determined:
 - **High accuracy:** Use GPS, Wi-Fi, and mobile networks.
 - **Power saving:** Use Wi-Fi and mobile networks (no GPS).
 - **GPS only:** Use GPS only.
4. Apps that have requested your location are listed under **Recent location requests**. Touch an entry to view its settings.

To receive better GPS signals, avoid using your device in the following conditions:

- Inside a building or between buildings
- In a tunnel or underground passage
- In poor weather

- Around high-voltage or electromagnetic fields
- In a vehicle with tinted windows

Location Reporting

Google uses Location Reporting to store and use your device's most recent location data. Google apps, such as Google Maps, can use this data to improve your search results based on places that you have visited.

To manage your Location Reporting settings:

1. From a Home screen, touch  Apps →  Settings → Connection tab → Location.
2. Touch **Google Location Reporting** for options:
 - **Location Reporting:** Allow Google apps to use your device's most recent location data. Touch the **OFF/ON** button to turn Location Reporting on.
 - **Location History:** Allow Google to store a history of your location data. Touch the **OFF/ON** button to turn Location History on. Touch **DELETE LOCATION HISTORY** to permanently delete your location history.
 - Touch  Menu → Help for more information.

My Places

You can save your favorite locations for use with services that require location information. This information can improve your search results and other location-related activities.

1. From a Home screen, touch  Apps →  Settings → Connection tab → Location.
2. Touch **OFF/ON** to enable the feature.
3. Touch **My places**.
4. Touch a category (Home, Office, or Car) to add a location:
 - Touch **Select method** to set how your location is determined for that particular place.
 - Touch **Save**.
5. Touch  Add to add additional categories.
6. Touch  Menu → Delete to delete a custom category.

Note: Home, Office, and Car cannot be deleted.

More Networks

This option displays additional Connectivity information.

Printing

To manage your printers:

1. From a Home screen, touch  Apps →  Settings → Connection tab → More settings → Printing.
2. Touch a print service to configure.

Mobile Networks

Set options for network selection and data service.

1. From a Home screen, touch  Apps →  Settings → Connection tab → More settings → Mobile networks.
2. Set these options:
 - **Mobile data:** Enable or disable your device's connection to the mobile data network. You can also control this setting at Notifications with the Mobile data setting.

- **Data roaming:** Enable or disable connection to data services when your device is roaming on another network.
- **Network mode:** Configure your network mode.
- **System select:** Change CDMA roaming mode.

Important! Depending on your service plan, changes you make to mobile networks settings may incur extra charges. Consult US Cellular for information.

VPN

Set up and manage Virtual Private Networks (VPNs).

Note: You must enable screen security before setting up a VPN. For more information, refer to "Lock Screen" on page 93.

Adding a VPN

- From a Home screen, touch  Apps →  Settings → Connection tab → More settings → VPN.

To configure a Basic VPN:

1. Touch **Basic VPN** and then touch **Add**.
2. Enter the configuration information and then touch **Save**.

To configure an Advanced IPsec VPN:

1. Touch **Advanced IPsec VPN** and then touch  **Add VPN Connection**.
2. Set a password to protect the private keys and shared secrets.
3. Re-enter the password and then touch **OK**.
4. Enter the IPsec configuration information, then touch **Show advanced options** to configure additional options.
5. Touch **Save**.

Connecting to a VPN

1. From a Home screen, touch  Apps →  Settings → Connection tab → More networks → VPN.
2. Touch the VPN to which you want to connect.
3. In the pop-up window, enter any requested credentials.
4. Touch **Connect**.

Edit or Delete a VPN

1. From a Home screen, touch  Apps →  Settings → Connection tab → More networks → VPN.
2. Touch and hold the VPN that you want to edit or delete.
3. In the pop-up window, touch:
 - **Edit network**, make the desired VPN setting changes, and touch **Save**.
– or –
 - **Delete network** to delete the VPN.

VPN Options

1. From a Home screen, touch  Apps →  Settings → Connection tab → More networks → VPN → Basic VPN.
2. Touch  Menu → Always-on VPN to select a VPN profile to always stay connected.

Ethernet

Manage your ethernet connection and ethernet device.

1. From a Home screen, touch  Apps →  Settings → Connection tab → More networks → Ethernet.
2. Touch Ethernet and follow the onscreen instructions to connect to an ethernet network.

Nearby Devices

This option allows you to share your media files with nearby DLNA (Digital Living Network Alliance) enabled devices.

Warning! If file sharing is enabled, other devices can access your data. Use this option with care.

1. From a Home screen, touch  Apps →  Settings → Connection tab → More settings → Nearby devices.
2. Touch OFF/ON to enable the feature. The device name displays under Device name.
3. In the Advanced section, set the following options:
 - **Shared contents:** Select the content to share. Choices are: Videos, Photos, and Music.
 - **Allowed devices:** Indicate the devices accessible to your device.
 - **Denied devices:** Indicate the devices not accessible to your device.

- **Download to:** Set whether to download data to Device or SD card.
- **Download from other devices:** If a nearby device attempts to download data, this setting indicates the response. Options are: Always accept, Always ask, and Always reject.

Screen Mirroring

To share your device's screen with another device, enable Screen Mirroring.

1. From a Home screen, touch  Apps →  Settings → Connection tab → More settings → Screen Mirroring.
2. Touch OFF/ON to enable the feature.
3. Available devices are listed. Touch Scan to find more devices.
4. Touch a device and follow the prompts to connect.
5. Touch  Menu → Help for more information.

Device

This section of the Settings screen contains settings for your device.

Sound

Volume

Set the volume level for all types of sounds.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound → Volume.
2. Touch and drag the sliders to set the volume for:
 - **Music, video, games, and other media:** Sounds made by music apps, video apps, and more.
 - **Notifications:** Sounds for alerts to new email messages and other events.
 - **System:** Application sounds and other sounds made by your device.

Tip: You can also set System volume from a Home screen by pressing the **Volume Key**.

Vibration Intensity

Set the level for vibration to accompany notifications and Haptic feedback

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound → Vibration intensity.
2. Touch and drag the sliders for:
 - **Notifications:** Set the vibration intensity level for notifications.
 - **Haptic feedback:** Set the vibration intensity level for haptic feedback.

Notifications

Select a default tone for alarm, and other notifications.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound → Notifications.
2. Touch a tone to hear a sample and select it.

Feedback

You can activate or deactivate both touch and screen lock sounds.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound.
2. The following options are available:
 - **Touch sounds:** Play a sound when you touch the screen.
 - **Screen lock sound:** Play a sound when your screen is locked or unlocked.
 - **Haptic feedback:** Vibrate when softkeys are tapped and for certain software actions.

Samsung Applications

Set your applications' notification sound settings.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound.
2. The following options are available:
 - **Email:** Touch an account to adjust its notification settings.
 - **Calendar:** Configure your event notifications.

Samsung Keyboard

Set the keyboard sounds.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound.
2. The following options are available:
 - **Sound when tapped:** Enable auditory feedback when you touch an onscreen key.
 - **Vibrate when tapped:** Vibrate when you touch an onscreen key.

More Settings

Find the best sound and audio settings for you.

1. From a Home screen, touch  Apps →  Settings → Device tab → Sound.
2. Touch **Adapt Sound.**
3. Read the instructions and touch **Start** when you are ready to begin.

Display

Use the Display settings to configure the way your device's screen operates.

- From a Home screen, touch  Apps →  Settings → Device tab → Display.

The following options are available:

- **Brightness:** Touch and drag the slider to set the brightness or touch **Automatic brightness.**
- **Screen timeout:** Set the length of delay between the last key press or screen touch and the automatic screen timeout (dim and lock).

- **Daydream:** Set the device to launch a screensaver when your device is connected to an optional dock (not included) or charging. Touch the **OFF/ON** button to turn Daydream on. Touch **Daydream** for additional options.
- **Show battery percentage:** Set the device to display the remaining battery life on the Status Bar.

Multi Window

Set the device to use Multi window.

1. From a Home screen, touch  Apps →  Settings → Device tab → Multi window.
2. Touch OFF/ON to turn enable the feature.
3. Touch Open in multi window view to automatically view content in a multi window when you open files from My Files or Video, or attachments from email.

For more information, refer to “*Multi Window*” on page 22.

Lock Screen

Choose settings for unlocking your screen. For more information about using the lock and unlock features, see “*Securing Your Device*” on page 10.

Screen Lock

1. From a Home screen, touch  Apps →  Settings → Device tab → Lock screen.
2. Touch **Screen lock** for these options then follow the onscreen instructions to set up your Screen lock:
 - **Swipe:** Swipe the screen to unlock it.
 - **Pattern:** A screen unlock pattern is a touch gesture you create and use to unlock your device. Follow the prompts to create or change your screen unlock pattern.
 - **PIN:** Select a PIN to use for unlocking the screen.
 - **Password:** Create a password for unlocking the screen.
 - **None:** No pattern, PIN, or password is required. The screen will never lock.

Lock Screen Options

The following options are available depending on the Screen Lock type that you have selected.

Swipe Options

The options available when Screen lock is set to Swipe are:

- **Clock widget options:** Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Shortcuts:** Set shortcuts to appear at the bottom of the Lock screen. Touch **OFF/ON** to enable it.
- **Personal message:** Display a personal message.
- **Owner Information:** Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the **text field** and enter the owner information to display.
- **Unlock effect:** Set the effect you receive when unlocking the device. You can select None, Ripple effect, or Light effect.
- **Help text:** Show help information on the Lock screen.

Pattern Options

These options are available when Screen lock is set to Pattern:

- **Clock widget options:** Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Personal message:** Display a personal message.
- **Owner Information:** Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the text field and enter the owner information to display.
- **Lock automatically:** See the pattern as you draw it.
- **Secured lock time:** Set a time-out for lock screen.

PIN and Password Options

These options are available when Screen lock is set to Pin or Password:

- **Clock widget options:** Set the size of the Clock widget that is displayed on your Home screens, and whether to show the date.
- **Personal message:** Display a personal message.
- **Owner Information:** Show owner information on the lock screen.
 - Touch **Owner information** and then touch **Show owner info on lock screen** to enable or disable the option.
 - Touch the text field and enter the owner information to display.
- **Lock automatically:** Set a time-out for lock screen.
- **Lock instantly with power key:** Enable the lock screen whenever you press the Power Key.

Wallpaper

You can choose a picture to display on the Home Screen, Lock screen, or to both the Home and lock screens. Choose from preloaded wallpaper images or select a photo you have downloaded or taken with the Camera.

1. From a Home screen, touch  Apps →  Settings → Device tab → Wallpaper.
2. Touch Home screen, Lock screen, or Home and lock screens.

The Select wallpaper from screen displays the following options: **Gallery**, **Live wallpapers** (Home screen only), **Photos** (Home screen only), **Travel wallpaper** (Lock screen only), and **Wallpapers**.

For more information, refer to “*Wallpapers*” on page 22.

Font

Set the font for screen displays and the size you want it to display.

1. From a Home screen, touch  Apps →  Settings → Device tab → Font.
2. Touch **Font style** then touch a font or touch **Download** to browse and download a new font.
3. Touch **Font size** and select a font size.

Notification Panel

Customize the Notification Panel.

1. From the **Settings** screen, touch **Device** tab → **Notification panel**.
2. Touch **Brightness and volume** to create a check mark if you want to be able to adjust the screen brightness and volume from the Notification Panel.
3. Touch **OFF/ON** to turn Recommended apps on to show recommended apps on the Notification Panel after certain actions, such as connecting earphones.

4. Touch **Recommended apps** for options:

- **Earphones:** Touch  to select which apps to display on the Notification Panel when you insert earphones.
- **Docking:** Touch  to select which apps to display on the Notification Panel when your tablet is docked.
- **Most used:** Display your most frequently used apps.

5. To customize which quick setting buttons appear at the top of the Notification Panel, touch and drag buttons to reorder them. Touch  use the default layout.

For more information, refer to “*Notifications*” on page 25.

Accessibility

Accessibility services are special features to make using the device easier for those with certain physical disabilities. Use the Accessibility settings to activate these services.

Note: You can download accessibility applications from the Google Play Store and manage their use here.

1. From a Home screen, touch  Apps →  Settings → Device tab → Accessibility.
2. Configure the following settings:

Accessibility

- **Auto rotate screen:** Set the screen orientation to automatically change when you rotate the device. When this option is not checked, the screen orientation locks in the current orientation (landscape or portrait) and the orientation does not change when you rotate the device.

Tip: From any screen, touch the top of the screen and swipe downward to display the Quick Settings screen. Touch **Screen rotation** to enable or disable the Auto rotate feature.

- **Screen timeout:** Select the screen delay time the screen delays shutting off after inactivity for the selected period of time.

- **Speak passwords:** Speaks passwords to enter them.

- **Single tap mode:** Tap to stop/snooze alarms, calendar events, and timer alerts.

- **Show shortcut:** Set this option to display an Accessibility shortcut on the Device options pop-up when you press and hold the power key.

- **Manage accessibility:** Save and update your accessibility settings or share them with another device. You can export your settings, import a previously saved file, or share your file with another device.

Services

- **TalkBack:** Activate the TalkBack feature, which speaks feedback aloud to help blind and low-vision users.

Important! TalkBack can collect all of the text you enter, except passwords, including personal data and credit card numbers. It may also log your user interface interactions with the device.

Vision

- **Font size:** Set the font size.
- **Magnification gestures:** Use gestures such as triple-tapping, double pinching, and dragging two fingers across the screen. Touch **OFF/ON** to enable the feature.
- **Negative colors:** Reverse the display of onscreen colors from White text on a Black background to Black text on a White background.
- **Notification reminders:** Beep at set intervals to remind you of any unread notifications. Touch **OFF/ON** to enable the feature. Touch **Notification reminders** for options.
- **Accessibility shortcut:** Quickly enable accessibility features in two quick steps. Touch **OFF/ON** to enable the feature.
- **Text-to-speech options:** Set your preferred TTS engine. Touch **Speech rate** to set the speed at which the text is spoken. Touch **Listen to an example** to play a short speech demonstration. For more information, refer to “*Speech*” on page 102.

Hearing

- **Sound balance:** Use the slider to set the Left and Right balance when using a stereo device.
- **Mono audio:** When Mono audio is enabled, you can listen through one earphone to mono audio sound.
- **Turn off all sounds:** Turn off all sounds including receiver voice.
- **Hearing aids:** Improve the sound quality of your device for use with hearing aids.
- **Google subtitles (CC):** Use Google subtitles with multimedia files when available. Touch **OFF/ON** to turn the feature on. Touch **Google subtitles (CC)** for options.
- **Samsung subtitles (CC):** Use Samsung subtitles with multimedia files when available. Touch **OFF/ON** to turn the feature on. Touch **Samsung subtitles (CC)** for options.

Dexterity

- **Assistant menu:** Improve the device accessibility for users with reduced dexterity. Touch **OFF/ON** to turn it on. Follow the onscreen instructions.
- **Press and hold delay:** Select a time interval for this gesture.

Recognition

- **Interaction control:** Enable or disable motions and screen timeout. You can also block areas of the screen from touch interaction. Touch **OFF/ON** to turn the feature on. Follow the onscreen instructions.

Blocking Mode

Turn off notifications for selected features.

1. From a Home screen, touch  Apps →  Settings → Device tab → Blocking mode.
2. Touch **OFF/ON** to enable the feature.
3. Touch **Turn off notifications** to block all notifications.
4. Touch **Turn off alarm** to block all alarms.
5. The Set time option allows you to set Blocking mode for a specific time range or Always.

Touch the **Always** field to disable it and configure the **From** and **To** time fields.

Note: When this option is enabled,  displays in the Status Bar.

Language and Input

Language

Set the language used by your device.

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input → Language.
2. Touch a language/locale from the list.

Keyboards and Input Methods

Set the keyboard used by your device.

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input → Default.
2. Select a keyboard. (Samsung keyboard is the only selection available for this device.)

Configuring the Samsung Keyboard

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input.
2. Touch  next to Samsung keyboard to display the following options:
 - **Select input languages:** Used to set a default text entry language. Touch this field, scroll through the options, and touch the desired input language.
 - **Predictive text:** Allow Predictive text to suggest words matching your text entries, and, optionally, complete common words automatically. Touch **OFF/ON** to enable it. Touch **Predictive text** for options:
 - **Live word update:** Automatically update with popular new words every day.
 - **Personalized data:** Enter personalized data to improve prediction results.
 - **Learn from Facebook:** Log in to let your device learn your Facebook style.
 - **Learn from Gmail:** Log in to let your device learn your Gmail style.

- **Learn from Twitter:** Log in to let your device learn your Twitter style.
- **Learn from Contacts:** Allow your device to learn your Contacts style.
- **Clear server data:** Delete your anonymous data stored on the personalization server.
- **Clear personal data:** Remove all personalized data entered.
- **Privacy Policy:** Read the privacy policy regarding Predictive Text and the use of your personalization data.
- **Auto replacement:** Complete or replace the word you are typing with the most probable word when you touch the space bar. Touch **OFF/ON** to enable it.
- **Auto capitalization** automatically capitalizes the first letter of the first word in each sentence (standard English style).
- **Auto spacing:** automatically inserts spaces between words.

- **Auto punctuate** automatically inserts a full stop in a sentence by touching the space bar twice when using the onscreen QWERTY keyboard.
- **Keyboard swipe:**
 - **None:** Disable the keyboard swipe feature.
 - **SwiftKey Flow:** Type words by swiping between letters.
 - **Cursor control:** Move the cursor by sliding your finger across the keyboard.
- **Key-tap feedback:**
 - **Sound:** Enable or disable auditory feedback when you touch an onscreen key.
 - **Vibration:** Enable or disable vibration when you touch an onscreen key.
 - **Character preview:** Provide an automatic preview of the current character selection within the text string. This is helpful when multiple characters are available within one key.
- **More settings:**
 - **Help:** Access help information for using the Samsung keyboard.
 - **Reset settings:** Reset Samsung keyboard settings.

Google Voice Typing

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input.
2. Touch **Google voice typing** to automatically use Google voice typing.
3. Touch  next to Google voice typing.

The following options are available:

- **Choose input languages:** Touch **Automatic** to use the local language or select a language from the list.
- **Block offensive words:** Enable or disable blocking of recognized offensive words from the results of your voice-input Google searches.
- **Offline speech recognition:** Enable voice input while offline. Touch the **All** tab to download speech recognition for other languages.

Speech

Set voice search and text-to-speech options.

Voice Search

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input.
2. Touch **Voice search** to configure:
 - **Language:** Choose a language for your voice input.
 - **Speech output:** Always provides audible readout of text, or only when using Hands-free functions.
 - **Block offensive words:** Block recognized offensive words from the results of your voice-input Google searches.
 - **Hotword detection:** Say "Ok, Google" to launch a voice search.
 - **Offline speech recognition:** Enable voice input while offline. Touch the **All** tab to download speech recognition for other languages.
 - **Bluetooth headset:** Record audio through a Bluetooth headset, if available.

Text-To-Speech Options

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input.
2. Touch **Text-to-speech options** and select the preferred TTS engine.
3. Touch  next to the preferred TTS engine and configure.
4. Under General, configure the following:
 - **Speech rate:** Set the speed at which the text is spoken.
 - **Listen to an example:** Play a sample of speech synthesis (available if voice data is installed).
 - **Default language status:** Display the default language in use.

Mouse/Trackpad

This option sets your Pointer speed.

1. From a Home screen, touch  Apps →  Settings → Controls tab → Language and input.
2. Touch **Pointer speed** then drag the slider to the right to go faster or to the left to go slower.

Palm Motion

Activate the palm motion feature to control the device by touching the screen.

1. From a Home screen, touch  Apps →  Settings → Controls tab → Palm motion.
2. Touch **OFF/ON** to enable the feature.
3. Configure the following options (touch each option for details):
 - **Capture screen:** Capture an image of the screen when you sweep your hand left or right across the screen.
 - **Mute/pause:** Set the device to pause media playback when you touch the screen with your palm.

General

This section of the Settings screen can be used to manage the general settings for your device.

Accounts

Set up and manage accounts, including Samsung, Amazon, Cloud, Email, Google, and your social networking accounts.

Your device can synchronize information from a variety of accounts, including Email, Facebook, Google, and your Samsung account. Depending on the account, you can choose to synchronize your calendar, contacts, and other types of content.

With synchronization, you can ensure that the information on your device is updated with any information that changes in your accounts.

Adding an Account

1. From a Home screen, touch  Apps →  Settings → General tab → Accounts → Add account.
2. Touch one of the account types.
3. Follow the prompts to enter your credentials and set up the account.

Tip: For more information about the types of accounts that you can add, see “*Accounts*” on page 31.

Managing Accounts

To view the accounts you have added:

1. From a Home screen, touch  Apps →  Settings → General tab → Accounts → <Account>.

The <Account> is either Google, Samsung account, or some other account you have added, such as Email.

2. Touch **Sync all** to synchronize all accounts listed. Touch **Cancel sync** to stop the synchronization.
3. Touch an account to view the sync settings for that account.
 - Touch **Sync now** to synchronize all data for the selected account.
 - or –

Touch the account data to synchronize, such as, Calendar, Contacts, and so on.

- To remove the account, touch **Remove account** and then touch **Remove account** at the prompt to remove the account and delete all its contacts, and other data.

4. For Google Accounts, touch one of the items listed under Privacy to view various settings for that item.

– or –

For Samsung accounts, touch **Account settings** to manage Samsung account settings or **Backup** to set Samsung account back up and restore options.

– or –

For Email accounts, touch **Settings** to manage various settings for that account.

Backup and Reset

You can back up your data to the Google server and reset your device to its factory defaults.

Backup and Restore

To enable or disable backup of your information to the Google server.

1. From a Home screen, touch  **Apps** →  **Settings** → **General** tab → **Backup and reset**.
2. Touch **Back up my data** to enable or disable back up of application data, Wi-Fi passwords, and other settings to the Google server.

Once the **Back up my data** option is enabled, then the **Backup account** and the **Automatic restore** options are available.

3. Touch **Backup account** and touch your Google Gmail account or touch **Add account** to set your Google Gmail account to be backed up to the Google server.
4. Touch **Automatic restore** to enable automatic restoration of settings from the Google server. When enabled, backed-up settings are restored when you reinstall an application.

Factory Data Reset

Use Factory data reset to return your device to its factory defaults. This setting erases all data from the device, including Google or other email account settings, system and application data and settings, and downloaded applications, as well as your music, photos, videos, and other files.

1. From a Home screen, touch  Apps →  Settings → General tab → Backup and reset.
2. Touch **Factory data reset**.
- The Factory data reset screen displays reset information.
3. Touch **Reset device**, then follow the prompts to perform the reset.

Date and Time

By default, your device receives date and time information from the wireless network. When you are outside network coverage, you may want to set date and time information manually using the Date and time settings.

- From a Home screen, touch  Apps →  Settings → General tab → Date and time.
 - **Automatic date and time:** Allow the network to set the date and time. Disable this option to set date and time manually.
 - **Set date:** Enter the current date.
 - **Set time:** Enter the current time.
 - **Automatic time zone:** When enabled, the tablet takes the time zone from the wireless network. Disable this option to set time zone manually
 - **Select time zone:** Choose your local time zone (only available when the Automatic setting is disabled).
 - **Use 24-hour format:** Set the format for time displays. If this option is not selected, the tablet automatically uses a 12-hour format.
 - **Select date format:** Set the format for date displays.

Accessories

To change accessory settings:

- From a Home screen, touch  Apps →  Settings → General tab → Accessory. The following options display:
 - **Dock sound:** Play a sound when inserting and removing the device from a dock.
 - **Audio output mode:** Use external speakers when docked.
 - **Automatic unlock:** Flip the cover open to unlock the screen when secure lock is turned off.

Application Manager

You can download and install applications from Google Play or create applications using the Android SDK and install them on your device. Use Application manager settings to manage applications.

Warning! Because this device can be configured with system software not provided by or supported by Google or any other company, end-users operate these devices at their own risk.

Memory Usage

See how memory is being used by Downloaded or Running applications.

1. From a Home screen, touch  Apps →  Settings → General tab → Application manager.
2. Touch **DOWNLOADED**, **SD CARD**, or **RUNNING** to display memory usage for that category of applications.

The graph at the bottom of the DOWNLOADED tab shows used and free device memory. The graph at the bottom of the RUNNING tab shows used and free RAM.

Downloaded

Display apps you have downloaded onto your device.

1. From a Home screen, touch  Apps →  Settings → General tab → Application manager.
2. Touch **DOWNLOADED** to view a list of all the downloaded applications on your device.
3. To switch the order of the lists displayed in the DOWNLOADED tabs, touch  Menu → Sort by size, Sort by name, or Sort by date.

- To reset your application preferences, touch  **Menu** → **Reset app preferences**.
- Touch an application to view and update information about the application, including memory usage, default settings, and permissions.

Running Services

View and control services running on your device.

- From a Home screen, touch  **Apps** →  **Settings** → **General tab** → **Application manager**.
- Touch the **RUNNING** tab.
All the applications that are currently running on the device display.
- Touch **Show cached processes** to display all the cached processes that are running. Touch **Show services in use** to switch back.
- Touch one of the applications to view application information.

The following options display:

- Stop:** Stops the application from running on the device. This is usually done prior to uninstalling the application.

Warning! Not all services can be stopped. Stopping services may have undesirable consequences on the application or Android System.

- Report:** Report failure and other application information.

Note: Options vary by application.

Default Applications

Set and manage your default applications.

- From a Home screen, touch  **Apps** →  **Settings** → **General tab** → **Default applications**.
- Touch an app to set it as the default application.
– or –
Touch an app to remove it as the default application.

Users

Shared this tablet with multiple people by creating User accounts and Profiles.

Users have their own space, which they can customize with their own apps, wallpaper, and so on. Users can also adjust tablet settings like Wi-Fi that affect everyone.

Setting Up User Profiles

Set up user profiles and then select one when unlocking the device to use personalized settings. By setting up multiple user profiles, several users can share the device without affecting the personal settings of others, such as email accounts, wallpaper preferences, and more.

1. From a Home screen, touch  Apps →  Settings → General tab → Users →  Add user.
2. Follow the onscreen instructions to set up a new user profile.

To access the device with a user profile, select a profile at the top right of the locked screen.



Tip: You can also switch between users by sliding down the Notification Panel and touching the current User.

Change User Account Nicknames and Photo IDs

The name and photo each user uses in their personal Contact entry (listed under ME at the top of their Contacts list) is used as their user name and photo.

1. From a Home screen, touch  Apps →  Settings → General tab → Users.
2. Touch the current user's profile.
3. Make the appropriate changes to the contact name and photo, and then touch **Save**.
– or –
Make name and photo changes to their personal contact entry in Contacts.

For more information, refer to “*Updating Contacts*” on page 33.

Delete a User or Profile

1. From a Home screen, touch  Apps →  Settings → General tab → Users.
2. On the User profile, touch  Delete user.
3. Touch **Delete**.

Battery

See how much battery power is used for device activities.

1. From a Home screen, touch  Apps →  Settings → General tab → Battery.

The battery level displays in percentage. The amount of time the battery was used also displays. Battery usage displays in percentages per application.

Note: Other applications may be running that affect battery use.

2. Touch **Show battery percentage** to display the device battery status next to the battery icon.

Power Saving Mode

When enabled, your device automatically analyzes the screen and adjusts the brightness to conserve battery power.

1. From a Home screen, touch  Apps →  Settings → General tab → Power saving mode.
2. Touch OFF/ON to enable the feature.
3. Touch Power saving mode for options:
 - **CPU power saving:** Limit the maximum performance of the CPU.
 - **Screen output:** Use low power level for the screen.
 - **Disable haptic feedback:** Turn off haptic feedback.
4. Touch Learn about power saving to display more information about conserving power.

Storage

View the device memory and usage, or mount, unmount, or format an optional memory card (not included).

Device Memory

The Device memory displays as Total space, Applications, Pictures, videos, Audio (music, podcasts, and so on), Downloads, Cached data, Miscellaneous files, and Available space.

- From a Home screen, touch  Apps →  Settings → General tab → Storage.

SD Card

Once a memory card has been installed in your device, the card memory displays as Total space and Available space.

Mounting an SD Card

When you install a memory card, it is automatically mounted (connected to the tablet) and prepared for use. However, if you unmount the card without removing it from the tablet, you will need to mount it before it can be accessed.

1. Install an SD card. For more information, refer to “*Installing a Memory Card*” on page 9.
2. From a Home screen, touch  Apps →  Settings → General tab → Storage.
3. Touch Mount SD card.

Formatting an SD Card

When formatting an SD card you will want to backup your music and photo files that are stored on the card because formatting the SD card deletes all the stored data.

1. From a Home screen, touch  Apps →  Settings → General tab → Storage.
2. Touch Format SD card and then touch Format SD card again on the warning screen.
3. Touch Delete all.

Unmounting an SD Card

1. From a Home screen, touch  Apps →  Settings → General tab → Storage.
2. Touch Unmount SD card.
3. At the prompt, select OK to safely unmount the memory card.
4. Remove the SD card from the slot. For more information, refer to “*Installing a Memory Card*” on page 9.

Important! Unmounting an SD card will stop some applications from functioning. Applications may not be available until you mount the SD card again.

Removing a Memory Card

1. From a Home screen, touch  Apps →  Settings → General tab → Storage.
2. Under SD card, touch Unmount SD card and then touch OK.
3. Open the memory card slot cover and turn to expose the slot.
4. Gently press inward on the memory card so that it pops out from the slot, and carefully pull the card out.
5. Close the memory card slot cover.

Important! To prevent damage to information stored on the memory card, unmount the card before removing it from the device.

Security

Use the Security settings to secure your device.

Encryption

To require a numeric PIN or password to decrypt your tablet each time you power it on or encrypt the data on your SD card each time it is connected:

1. From a Home screen, touch  Apps →  Settings → General tab → Security.
2. Touch **Encrypt device**. For more information, read the displayed help screen.
3. Touch **Encrypt external SD card** to enable the encryption on SD card data that requires a password be entered each time the microSD card is connected.

Tip: Make sure your battery is charged more than 80 percent. Encryption may take an hour or more.

Set Up SIM Card Lock

As a security measure, you can choose to lock the SIM card, and require a PIN to use the device.

1. From a Home screen, touch  Apps →  Settings → General tab → Security.
2. Touch **Set up SIM card lock** for these settings:
 - **Lock SIM card**: Enable to require a PIN be entered to use the device. Set the PIN.
 - **Change SIM PIN**: Create a PIN for accessing the SIM card.

Passwords

When enabled, password characters display briefly as you touch them while entering passwords.

1. From a Home screen, touch  Apps →  Settings → General tab → Security.
2. Touch **Make passwords visible** to enable or disable brief displays of password characters.

Device Administration

1. From a Home screen, touch  Apps →  Settings
→ General tab → Security.
2. Touch **Device administrators** to add or remove device administrators.
3. Touch **Unknown sources** to enable or disable installation of non-Google Play applications.

An informational pop-up displays.

Read the message and touch **OK** to allow installation of non-Google Play applications.

Warning! Enabling this option causes your tablet and personal data to be more vulnerable to attack by applications from unknown sources.

4. Touch **Verify apps** to block or warn before installing apps that may cause harm.

Security Update Service

To set security update service settings:

1. From a Home screen, touch  Apps →  Settings
→ General tab → Security.
2. Touch **Security policy updates** for these options:
 - **Automatic updates:** Automatically check for changes to the security policy and download any updates to improve security.
 - **Preferred networks:** Set whether to use Wi-Fi or mobile networks or Wi-Fi networks only.
 - **Check for updates:** Check for updates manually.
3. Touch **Send security reports** to send security reports to Samsung via Wi-Fi for threat analysis.

Credential Storage

If a certificate authority (CA) certificate gets compromised or for some other reason you do not trust it, you can disable or remove it.

1. From a Home screen, touch  Apps →  Settings → General tab → Security.
2. Touch **Storage type** to set a storage type for credential contents.
3. Touch **Trusted credentials**.

The trusted credentials screen has two tabs:

- **System**: Displays CA certificates that are permanently installed in the ROM of your device.
- **User**: Displays any CA certificates that you installed, for example, in the process of installing a client certificate.

4. Touch a CA certificate to examine its details.

A scrolling screen displays the details.

Scroll to the bottom of the details screen and touch **Turn off** to disable a System certificate.

Caution! When you disable a system CA certificate, the **Turn off** button changes to **Turn on**, so you can enable the certificate again, if necessary.

5. Touch **OK** to return to the certificate list.
6. Touch **Install from device storage**, then choose a certificate and follow the prompts to install encrypted certificates stored on the USB storage.

You must have installed a memory card (not included) containing encrypted certificates to use this feature.
7. Touch **Clear credentials**, which only appears if you have installed encrypted certificates, to erase the credential contents from the device and reset the password.

About Device

View information about your device, including status, legal information, hardware and software versions, and battery use.

1. From a Home screen, touch  Apps →  Settings → General tab → About device.
2. Touch items to view details:
 - **Software update:** Connect to the network and download new software updates for your device, if available.
 - **Status:** View Battery status, Battery level, Network, Signal strength, Mobile network type, Service state, Roaming, Mobile network state, My phone number, MIN, PRL version, MEID, IMEI, ICCID, IP address, Wi-Fi MAC address, Bluetooth address, Ethernet MAC address, Up time, and Device status.
 - **Legal information:** Touch an option to display Open source licenses, Google legal information, and Samsung legal information.
 - **Device name:** Enter the name for your device. The default is the model number.

- **Model number:** Display your device's model number.
- **Android version:** Display the firmware version of your device.
- **Baseband version:** Baseband version loaded on this device.
- **Kernel version:** Display the kernel version of your device.
- **Build number:** Display your device's build number.
- **SE for Android status:** Display Security Enhancements for Android status information.
- **Hardware version:** Hardware version of your tablet.

Software Update

The Software Update feature enables you to use your device to connect to the network and download any new software directly to your device. The device automatically updates with the latest available software when you access this option.

Software Update Options

To register your device and check for a software update:

1. From a Home screen, touch  Apps →  Settings
→ General tab About device → Software update.
2. Follow the prompts to check for and download any available software updates.

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